

**GUILFORD TOWN SCHOOL
DISTRICT**

**Financial Statements
and
Independent Auditors' Report**

As of and for the Year Ended
June 30, 2019

GUILFORD TOWN SCHOOL DISTRICT

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TYLER, SIMMS & ST. SAUVEUR, CPAs, P.C.
Certified Public Accountants & Business Consultants

Independent Auditors' Report

To the School Board
of Guilford Town School District

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Guilford Town School District as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Guilford Town School District as of June 30, 2019, and the respective changes in financial position 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 on pages 3 to 8 and 43 be presented to supplement the basic financial statements. Also included as required supplementary information is the schedule of state contributions to teachers' pension, District contributions to Vermont State Employees' Retirement System, proportionate share of the net pension liability and multi-year schedule of contributions presented on pages 44-47. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 19, 2020 on our consideration of the Guilford Town School District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Guilford Town School District's internal control over financial reporting and compliance.



Lebanon, New Hampshire
February 19, 2020

Registration No. 92-545

GUILFORD TOWN SCHOOL DISTRICT

Management's Discussion and Analysis

As of June 30, 2019

Management's Discussion and Analysis

The Management's Discussion and Analysis (MD&A) section of the Guilford Town School District's (the District) financial statements provides a narrative overview and analysis of the District's financial performance during the year ended June 30, 2019. The MD&A focuses on the current year's activities, resulting changes and currently known facts. It should be read in conjunction with the District's financial statements, which follow this section.

Financial Highlights

- District-wide net position decreased from \$952,048 as restated to \$841,524.
- District-wide assets and deferred outflow of resources totaled \$1,459,632 and district-wide liabilities and deferred inflow of resources totaled \$618,108.
- The District-wide revenues were \$3,017,686, which was a \$133,275 decrease from last year.
- The District-wide expenditures were \$3,128,210, which resulted in a negative balance of operations for FY2019 in the amount of \$110,524.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net position and the statement of activities (on pages 9 and 10) provide information about the activities of the District as a whole and present a long-term view of the District's finances. Fund financial statements start on page 11. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds. The remaining statements provide financial information about activities for which the District acts solely as a trustee or agent for the benefit of those outside of the government.

Overview of the Financial Statements

The MD&A will serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: (1) district-wide financial statements, (2) fund information statements and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

District-wide Financial Statements – The district-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 using the accrual basis of accounting.

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 position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

GUILFORD TOWN SCHOOL DISTRICT

Management's Discussion and Analysis

As of June 30, 2019

The statement of activities presents information showing how the net position of the District changed during the fiscal year. All changes in net position 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.

Both the district-wide financial statements distinguish functions of the District that are principally supported by taxes and inter-governmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges. The governmental activities of the District include programs and services such as instruction, support services and building operation and maintenance.

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. All of the funds of the District can be divided into two categories: governmental funds and fiduciary funds.

Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The focus is on the Major Funds, rather than fund types.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the district-wide financial statements. However, unlike the district-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as those spendable resources available at the end of the fiscal year. Such information is useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the district-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the district-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.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the governmental entity. Fiduciary funds are not reflected in the government-wide financial statements because the District cannot use these funds to finance its operations.

Notes to the Financial Statements – The notes provide additional information that is essential for a full understanding of the data provided in the district-wide and fund financial statements. The notes to the financial statements can be found on pages 17-42 of this report.

GUILFORD TOWN SCHOOL DISTRICT

Management's Discussion and Analysis

As of June 30, 2019

District-wide Financial Analysis

The District's net position was \$841,524 at June 30, 2019. The largest portion of the District's net position, \$639,750 reflects its investment in capital assets (land, building, furniture and equipment) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to students; consequently, these assets are not available for future spending. The analyses in Table 1 and Table 2 focus on the summary of net position and summary of changes in net position for the District-wide activities.

**Table 1: Summarized Data from the District-wide Statement of Net Position
June 30, 2019**

| | District Wide | | Increase (Decrease) |
|--|---------------------|---------------------|------------------------|
| | 2019 | Restated 2018 | |
| Current assets | \$ 786,740 | \$ 538,061 | \$ 248,679 |
| Capital assets | 639,570 | 736,565 | (96,995) |
| Deferred outflow of resources | <u>33,322</u> | <u>35,821</u> | <u>(2,499)</u> |
| Total assets and deferred outflow of resources | <u>\$ 1,459,632</u> | <u>\$ 1,310,447</u> | <u>\$ 149,185</u> |
| Current liabilities | \$ 488,511 | \$ 235,141 | \$ 253,370 |
| Noncurrent liabilities | 115,103 | 102,485 | 12,618 |
| Deferred inflow of resources | <u>14,494</u> | <u>20,773</u> | <u>(6,279)</u> |
| Total liabilities and deferred inflow of resources | <u>\$ 618,108</u> | <u>\$ 358,399</u> | <u>\$ 259,709</u> |
| Net position | | | |
| Invested in capital assets net of related debt | \$ 639,570 | \$ 736,565 | \$ (96,995) |
| Restricted | 56,916 | 84,313 | (27,397) |
| Unrestricted | <u>145,038</u> | <u>131,170</u> | <u>13,868</u> |
| Total net position | <u>\$ 841,524</u> | <u>\$ 952,048</u> | <u>\$ (110,524)</u> |

GUILFORD TOWN SCHOOL DISTRICT

Management's Discussion and Analysis

As of June 30, 2019

The results of this year's operations for the District as a whole are reported in the statement of activities. Table 2 takes the information from that statement and rearranges it slightly so the reader can see the total revenues for the year compared to fiscal year 2018.

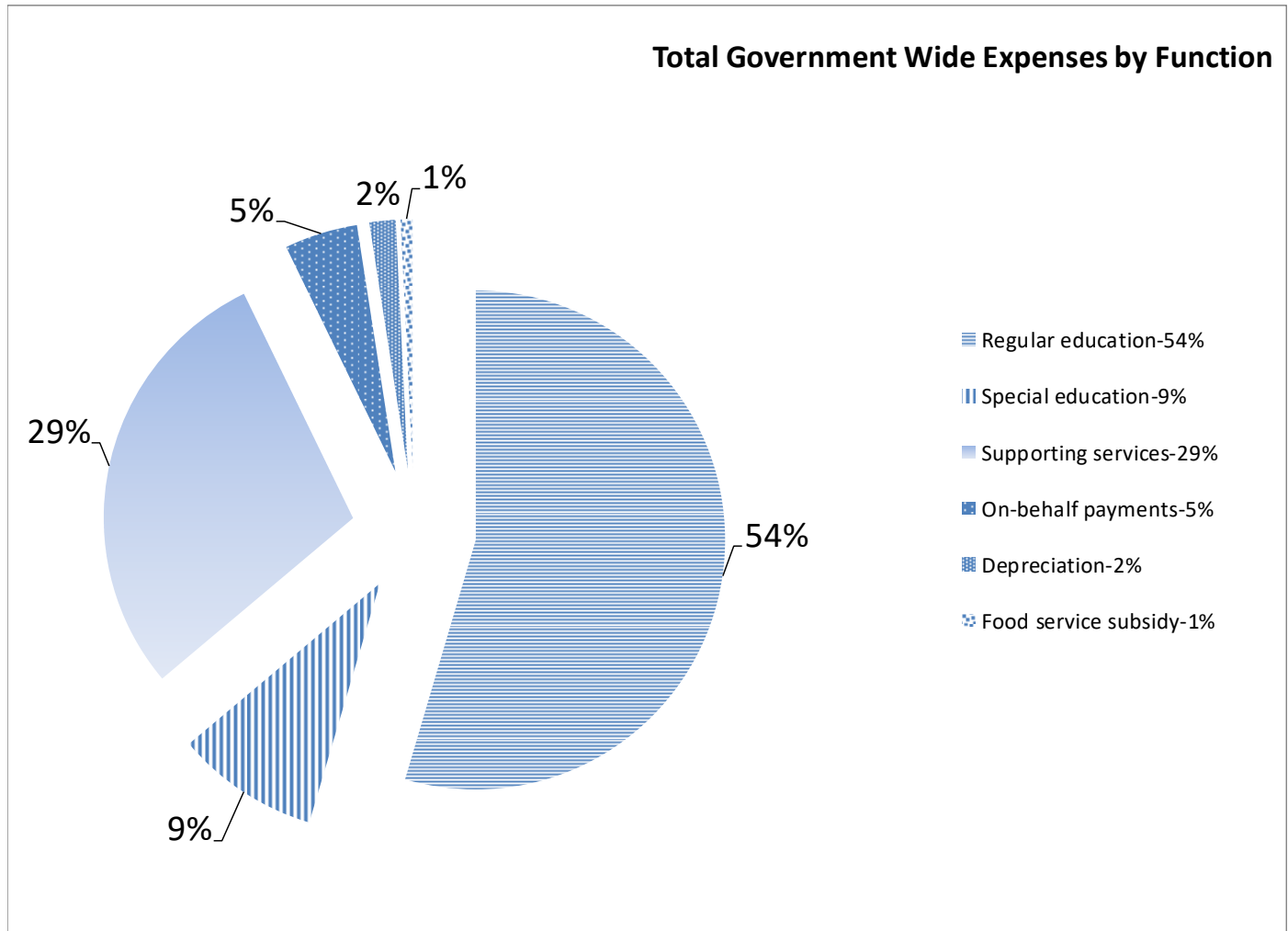
**Table 2: District-wide Statement of Activities
June 30, 2019**

| | <u>2019</u> | <u>Restated 2018</u> | <u>Increase (Decrease)</u> |
|------------------------------------|-------------------|--------------------------|--------------------------------|
| Program revenues | | | |
| Operating grants and contributions | \$ 213,637 | \$ 372,717 | \$ (159,080) |
| General revenues | | | |
| Education spending grant | 2,617,651 | 2,649,274 | (31,623) |
| Investment earnings | 9,344 | 1,212 | 8,132 |
| Miscellaneous revenues | 10,032 | 2,519 | 7,513 |
| Sale of District assets | 18,525 | - | 18,525 |
| On-behalf payments | 148,497 | 125,239 | 23,258 |
| Total revenues and transfers | <u>3,017,686</u> | <u>3,150,961</u> | <u>(133,275)</u> |
| Expenses | | | |
| Regular education | 1,707,033 | 1,614,051 | 92,982 |
| Special education | 291,057 | 290,242 | 815 |
| Supporting services | 904,560 | 940,175 | (35,615) |
| Depreciation | 52,967 | 78,771 | (25,804) |
| On-behalf payments | 148,497 | 125,239 | 23,258 |
| Food service subsidy | 24,096 | 33,379 | (9,283) |
| Total expenses | <u>3,128,210</u> | <u>3,081,857</u> | <u>46,353</u> |
| Increase (decrease) in net assets | (110,524) | 69,104 | (179,628) |
| Net position, July 1 | 952,048 | 815,834 | 136,214 |
| Prior period adjustment | - | 67,110 | (67,110) |
| Net position, June 30 | <u>\$ 841,524</u> | <u>\$ 952,048</u> | <u>\$ (110,524)</u> |

The education spending grant decreased by \$31,623. Operating grants and contributions decreased by \$159,080.

GUILFORD TOWN SCHOOL DISTRICT
Management's Discussion and Analysis
 As of June 30, 2019

The chart below represents total expenditures from Governmental Funds classified by function:



Fund Financial Analysis

Governmental Fund Types – Fund balances in the Governmental Fund types decreased from \$302,920 to \$298,229, a decrease of \$4,691.

Governmental Fund revenues were \$3,075,911, which was a decrease of \$75,050.

Governmental Fund expenditures were \$3,080,602, which was a decrease of \$273,326.

GUILFORD TOWN SCHOOL DISTRICT

Management's Discussion and Analysis

As of June 30, 2019

Capital Assets

As required under Governmental Accounting Standards Board (GASB) 34, the District is reporting its capital assets as part of the financial statements. The District has researched and documented the historical costs of the various assets owned by the District and applied appropriate charges against cost to record depreciation. Assets with a cost of \$5,000 or more are capitalized and depreciated.

Following is a summary of the District's capital assets as of June 30, 2019:

| | Governmental Activities | | | Ending Balance June 30, 2019 |
|-----------------------------------|------------------------------------|--------------------|---------------------------------|------------------------------------|
| | Ending Balance June 30, 2018 | Additions | Retirements and Transfers | |
| Non-depreciable assets | | | | |
| Land | \$ 1,478 | \$ - | \$ - | \$ 1,478 |
| Depreciable assets | | | | |
| Buildings and improvements | 1,704,089 | - | 653 | 1,703,436 |
| Machinery, equipment and vehicles | 388,233 | 14,197 | 340,253 | 62,177 |
| | <u>2,092,322</u> | <u>14,197</u> | <u>340,906</u> | <u>1,765,613</u> |
| Less depreciation for | | | | |
| Buildings and improvements | 1,044,638 | 43,903 | 653 | 1,087,888 |
| Machinery, equipment and vehicles | 312,597 | 9,064 | 282,028 | 39,633 |
| | <u>1,357,235</u> | <u>52,967</u> | <u>282,681</u> | <u>1,127,521</u> |
| Capital assets, net | \$ <u>736,565</u> | \$ <u>(38,770)</u> | \$ <u>58,225</u> | \$ <u>639,570</u> |

Long-Term Debt

There was no long-term debt as of June 30, 2019.

Economic Factors and Next Year's Budget

The District's 2020 budget has been consolidated into the budget for the merged school districts encompassing the Windham Southeast Unified Union School District.

Current Issues

The Teachers' Master Agreement and the Educational Support Staff Master Agreement will expire in June 2020.

Contacting the District's Management

This financial report is designed to provide our citizens, taxpayers and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Lyle Holiday, Superintendent of Schools at (802) 254-3730 or Frank Rucker, Business Administrator at (802) 254-3731, or by mail at WSESU, 53 Green Street, Brattleboro, Vermont 05301.

GUILFORD TOWN SCHOOL DISTRICT

Statement of Net Position – District-wide

As of June 30, 2019

| | Primary Government | |
|---|----------------------------|---------------------|
| | Governmental Activities | Total |
| Assets and other debits | | |
| Current assets | | |
| Cash | \$ 762,167 | \$ 762,167 |
| Accounts receivable | 19,332 | 19,332 |
| Internal balances | 5,241 | 5,241 |
| Total current assets | <u>786,740</u> | <u>786,740</u> |
| Capital assets | 1,767,091 | 1,767,091 |
| Accumulated depreciation | (1,127,521) | (1,127,521) |
| Capital assets, net | <u>639,570</u> | <u>639,570</u> |
| Total assets | <u>1,426,310</u> | <u>1,426,310</u> |
| Deferred outflow of resources | | |
| Pension - VMERS | <u>33,322</u> | <u>33,322</u> |
| Total assets and deferred outflow of resources | <u>\$ 1,459,632</u> | <u>\$ 1,459,632</u> |
| Liabilities | | |
| Current liabilities | | |
| Accounts payable | \$ 9,937 | \$ 9,937 |
| Accrued expenses | 186,089 | 186,089 |
| Due to other governments | 233,201 | 233,201 |
| Due to student activities | 59,284 | 59,284 |
| Total current liabilities | <u>488,511</u> | <u>488,511</u> |
| Noncurrent liabilities | | |
| Accrued pension separation benefit | 37,025 | 37,025 |
| Net pension liability - VMERS | <u>78,078</u> | <u>78,078</u> |
| Total noncurrent liabilities | <u>115,103</u> | <u>115,103</u> |
| Total liabilities | <u>603,614</u> | <u>603,614</u> |
| Deferred inflow of resources | | |
| Pension - VMERS | <u>14,494</u> | <u>14,494</u> |
| Net position | | |
| Investment in capital assets, net of related debt | 639,570 | 639,570 |
| Restricted | 56,916 | 56,916 |
| Unrestricted | <u>145,038</u> | <u>145,038</u> |
| Total net position | <u>841,524</u> | <u>841,524</u> |
| Total liabilities, deferred inflow of resources and net position | <u>\$ 1,459,632</u> | <u>\$ 1,459,632</u> |

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

GUILFORD TOWN SCHOOL DISTRICT

Statement of Activities – District-wide

For the Year Ended June 30, 2019

| Functions/programs | Expenses | Program Revenues | | Net (Expense) Revenue and Changes in Net Position | |
|----------------------------|---------------------|-------------------------|--|--|--------------------|
| | | Charges for Services | Operating Grants and Contributions | Governmental Activities | Total |
| Governmental activities | | | | | |
| Regular education programs | \$ 1,707,033 | \$ - | \$ 171,961 | \$ (1,535,072) | \$ (1,535,072) |
| Special education programs | 291,057 | - | 41,676 | (249,381) | (249,381) |
| Supporting services | 904,560 | - | - | (904,560) | (904,560) |
| Depreciation expense | 52,967 | - | - | (52,967) | (52,967) |
| On-behalf payment | 148,497 | - | 148,497 | - | - |
| Food service subsidy | 24,096 | - | - | (24,096) | (24,096) |
| Total primary government | <u>\$ 3,128,210</u> | <u>\$ -</u> | <u>\$ 362,134</u> | <u>(2,766,076)</u> | <u>(2,766,076)</u> |
| General revenues | | | | | |
| | | | | 2,617,651 | 2,617,651 |
| | | | | 9,344 | 9,344 |
| | | | | 10,032 | 10,032 |
| | | | | 18,525 | 18,525 |
| | | | | <u>2,655,552</u> | <u>2,655,552</u> |
| | | | | (110,524) | (110,524) |
| | | | | 884,938 | 884,938 |
| | | | | 67,110 | 67,110 |
| | | | | <u>\$ 841,524</u> | <u>\$ 841,524</u> |

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

GUILFORD TOWN SCHOOL DISTRICT
Combined Balance Sheet – All Fund Types – Fund Base
As of June 30, 2019

| | <u>Governmental Fund Types</u> | | <u>Total</u> |
|------------------------------------|--------------------------------|-------------------------------------|--|
| | <u>General</u> | <u>Capital Project Fund</u> | <u>Governmental Funds Primary Government</u> |
| Assets and other debits | | | |
| Cash | \$ 695,209 | \$ 66,958 | \$ 762,167 |
| Accounts receivable | 19,332 | - | 19,332 |
| Due from other funds | 10,042 | - | 10,042 |
| Due from internal funds | 5,241 | - | 5,241 |
| | <u>729,824</u> | <u>66,958</u> | <u>796,782</u> |
| Total assets and other debits | <u>\$ 729,824</u> | <u>\$ 66,958</u> | <u>\$ 796,782</u> |
| Liabilities | | | |
| Accounts payable | \$ 9,937 | \$ - | \$ 9,937 |
| Accrued expenses | 186,089 | - | 186,089 |
| Due to other governments | 233,201 | - | 233,201 |
| Due to other funds | - | 10,042 | 10,042 |
| Due to student activities | 59,284 | - | 59,284 |
| Total liabilities | <u>488,511</u> | <u>10,042</u> | <u>498,553</u> |
| Fund balance | | | |
| Restricted | - | 56,916 | 56,916 |
| Unassigned | 241,313 | - | 241,313 |
| Total fund balance | <u>241,313</u> | <u>56,916</u> | <u>298,229</u> |
| Total liabilities and fund balance | <u>\$ 729,824</u> | <u>\$ 66,958</u> | <u>\$ 796,782</u> |

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

GUILFORD TOWN SCHOOL DISTRICT

Reconciliation of the Balance Sheet to the Statement of Net Position – Governmental Funds

As of June 30, 2019

| | |
|---|--------------------------|
| Fund balances - total governmental funds | \$ 298,229 |
| Amounts reported for governmental activities in the government-wide statement of net position are different because: | |
| Capital assets used in governmental funds are not current financial resources and therefore are not reported in the governmental funds balance sheet: | |
| Capital assets | 1,767,091 |
| Less: Accumulated depreciation | (1,127,521) |
| Deferred outflow of resources | 33,322 |
| Long-term liabilities are not payable in the current year and therefore are not reported in the governmental funds balance sheet: | |
| Accrued separation and early retirement benefits | (37,025) |
| Net pension liability | (78,078) |
| Deferred inflow of resources | <u>(14,494)</u> |
| Net position district wide | <u><u>\$ 841,524</u></u> |

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

GUILFORD TOWN SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances –
Governmental Fund Types – Fund Base
For the Year Ended June 30, 2019

| | Governmental Fund Types | | |
|---|-------------------------|------------------|-------------------|
| | General | Capital | Total |
| | Fund | Project | Governmental |
| | Fund | Fund | Funds |
| Revenues | | | |
| Local sources | | | |
| Investment income | \$ 9,191 | \$ 153 | \$ 9,344 |
| Miscellaneous | 10,032 | - | 10,032 |
| | <u>19,223</u> | <u>153</u> | <u>19,376</u> |
| State sources | | | |
| Education spending grant | 2,617,651 | - | 2,617,651 |
| Restricted grants-in-aid | 171,961 | - | 171,961 |
| On-behalf payments | 148,497 | - | 148,497 |
| | <u>2,938,109</u> | <u>-</u> | <u>2,938,109</u> |
| Federal sources | | | |
| Restricted grants-in-aid | 41,676 | - | 41,676 |
| Total revenues | <u>2,999,008</u> | <u>153</u> | <u>2,999,161</u> |
| Expenditures | | | |
| Instruction services | | | |
| Regular education programs | 1,698,195 | - | 1,698,195 |
| Special education | 291,057 | - | 291,057 |
| Supporting services | | | |
| Pupils | 154,583 | - | 154,583 |
| Instructional staff | 88,870 | - | 88,870 |
| General administration | 144,037 | - | 144,037 |
| School administration | 191,703 | - | 191,703 |
| Business administration | 1,014 | - | 1,014 |
| Operation and maintenance plant | 216,948 | 19,958 | 236,906 |
| Transportation | 101,644 | - | 101,644 |
| Food services | | | |
| Food service expenses | 24,096 | - | 24,096 |
| On-behalf payments | 148,497 | - | 148,497 |
| Total expenditures | <u>3,060,644</u> | <u>19,958</u> | <u>3,080,602</u> |
| Deficiency of revenues under expenditures | <u>(61,636)</u> | <u>(19,805)</u> | <u>(81,441)</u> |
| Other financing sources (uses) | | | |
| Sale of District assets | 76,750 | - | 76,750 |
| Transfer to other funds | 7,592 | (7,592) | - |
| Total other financing sources (uses) | <u>84,342</u> | <u>(7,592)</u> | <u>76,750</u> |
| Net change in fund balances | 22,706 | (27,397) | (4,691) |
| Fund balances, beginning | <u>218,607</u> | <u>84,313</u> | <u>302,920</u> |
| Fund balances, ending | <u>\$ 241,313</u> | <u>\$ 56,916</u> | <u>\$ 298,229</u> |

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

GUILFORD TOWN SCHOOL DISTRICT
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2019

| | |
|--|----------------------------|
| Net change in fund balances - total governmental funds | \$ (4,691) |
| Amounts reported for governmental activities in the government-wide statement of activities are different because: | |
| Adjustment to reflect accrual gain on sale of buses | (58,225) |
| Governmental funds report capital outlays as expenditures; however, in the statement of activities, the cost of these assets is depreciated over their estimated useful lives | |
| Expenditures for capital assets | 14,197 |
| Less: current year depreciation | (52,967) |
| Changes in non-current accrued separation liability that does not require the use of current financial resources and therefore is not reported as an expenditure in the governmental funds | (1,385) |
| Governmental funds report District pension costs as expenditures. However, the statement of net activities reports pension expense as the cost of pension benefits earned net of employer contributions. | <u>(7,453)</u> |
| Change in net position of governmental funds | <u><u>\$ (110,524)</u></u> |

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

GUILFORD TOWN SCHOOL DISTRICT
Statement of Fiduciary Net Position
As of June 30, 2019

| | Private Purpose Trust Funds | Custodial Funds |
|--|-----------------------------------|--------------------|
| Assets | | |
| Cash | \$ 3,781 | \$ - |
| Due from other governmental entities | <u>-</u> | <u>59,284</u> |
| Total assets | <u>\$ 3,781</u> | <u>\$ 59,284</u> |
| Liabilities | | |
| Due to student groups | <u>\$ -</u> | <u>\$ 59,284</u> |
| Total liabilities | <u>-</u> | <u>59,284</u> |
| Net assets | | |
| Restricted for | | |
| Individuals, organizations and other governments | <u>3,781</u> | <u>-</u> |
| Total net position | <u>\$ 3,781</u> | <u>\$ 59,284</u> |

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

GUILFORD TOWN SCHOOL DISTRICT
Statement of Changes in Fiduciary Net Position – Fiduciary Funds
For the Year Ended June 30, 2019

| | Private Purpose Trust Funds |
|--|-----------------------------------|
| Additions | |
| Investment earnings | \$ 44 |
| Total additions | <u>44</u> |
| Deductions | |
| Scholarships | <u>-</u> |
| Net increase in fiduciary net position | 44 |
| Net position, beginning | <u>3,737</u> |
| Net position, ending | <u><u>\$ 3,781</u></u> |

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

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

1. Summary of Significant Accounting Policies:

The financial statements of the Guilford Town School District have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's significant accounting policies are described below.

Reporting Entity – The Guilford Town School District (the District) is a unit of government organized according to Vermont State law. The District's mission is to provide education services to students in the Guilford Town School District. The District is governed by a Board of School Directors elected by registered voters of the District. There are no component units included within the reporting entity.

District-Wide and Fund Financial Statements – The District's basic financial statements include both district-wide and fund financial statements.

District-wide statements: The statement of net position and the statement of activities report information on all of the non-fiduciary activities of the primary government. The effect of interfund activity has been removed from these statements.

In the district-wide statement of net position, the financial position of the District is consolidated and incorporates all long-term assets and receivables as well as all long-term debt and obligations. The district-wide statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are clearly identifiable to a particular function. Program revenues include charges paid by the recipients of goods or services offered by the programs, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues.

Fund financial statements: Fund financial statements are presented according to each fund category; governmental, proprietary and fiduciary. Separate financial statements are provided for each of these categories. Major governmental funds are reported as a separate column in the fund financial statements.

Governmental Fund Types:

General Fund – The General Fund is used to account for the primary activity of the District. It is used to account for all financial resources, except those required to be accounted for in other funds. This fund is charged with all costs of operating the government for which a separate fund has not been established.

Capital Project Fund – Transactions related to resources obtained and used for acquisition, construction or improvement of capital facilities are accounted for in the capital projects fund. Such resources are derived from proceeds of long-term debt and federal and state grants.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

1. Summary of Significant Accounting Policies (continued):

Fiduciary Funds

Fiduciary Funds are used to account for assets held by the District on behalf of outside related organizations or on behalf of other funds within the District. The Fiduciary Funds are prepared under the economic resources measurement focus and the accrual basis of accounting.

- Custodial Funds consist of activity funds, which are established at the school to account for the receipts and disbursements of various school activities administered for the general welfare of the students and completion of certain planned objectives and special programs of school groups. The District retains no equity interest in these funds. Custodial Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.
- Private Purpose Trust Funds account for assets where both principal and interest may be expended. These are accounted for in essentially the same manner as Governmental Fund Types, using the same measurement focus and basis of accounting.

Measurement Focus, Basis of Accounting and Financial Statement Presentation – The district-wide financial statements use the economic resources measurement focus and the accrual basis of accounting, as do the fiduciary fund financial statements, except for Custodial funds which have no measurement focus. All assets and deferred outflow of resources and liabilities and deferred inflow of resources associated with the operation of the District are included on the statement of net position. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental funds financial statements use the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities and fund balances are included on the balance sheet. Operating statements of these funds present net increases (revenues and other financing sources) and decreases (expenditures and other financing uses). The modified accrual basis of accounting recognizes revenues in the accounting period in which they become available and measurable and it recognizes expenditures in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest and principal on long-term debt, which is recognized when due. The District considers all revenues available if they are collectible within 60 days after year end.

Revenues received from the State are recognized under the susceptible-to-accrual concept. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are both measurable and available.

Grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant. Accordingly, when such funds are received, they are recorded as deferred revenues until related and authorized expenditures have been made. If balances have not been expended by the end of the project period, grantors sometimes require the District to refund all or part of the unused amount.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

1. Summary of Significant Accounting Policies (continued):

The Fiduciary Funds are accounted for on a flow of economic resources measurement focus and utilize the accrual basis of accounting. This basis of accounting recognizes revenues in the accounting period in which they are earned and become measurable and expenses in the accounting period in which they are incurred and become measurable. The District applies all GASB pronouncements as well as the Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, unless these pronouncements conflict or contradict GASB pronouncements. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the fund statement of net position. The fund equity is segregated into invested in capital assets less related debt, restricted net position and unrestricted net position.

Other Accounting Policies

Cash and Cash Equivalents – The District considers highly liquid investments to be cash equivalents if they have a maturity of six months or less when purchased.

Interfund Receivables and Payables – Activities between funds that are representative of lending or borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds”. All other outstanding balances between funds are also reported as “due to/from other funds”.

Accounts Receivable – The accounts receivable balances at year end are from governmental entities; no allowance for doubtful accounts is considered necessary.

Prepaid Items – Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements and expensed as the items are used.

Capital Assets – Capital assets, which include land, buildings, furniture and equipment, are reported in the applicable column in the governmental-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market 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. Land improvements, buildings, furniture and equipment of the District are depreciated using the straight-line method over the estimated useful lives with a full year of depreciation taken in the year acquired and none taken in the year of disposal.

Long-Term Debt – In the district-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position. The face amount of debt issued is reported as other financing sources.

Unexpended Grant Revenues – Certain State and Federal grants are restricted for specific purposes and, upon receipt, are recorded as unearned revenue until expenditures are incurred.

Compensated Absences – The District does not incur a liability for employee’s non-vesting accumulating rights to receive compensation for employee’s absences due to illness.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

1. Summary of Significant Accounting Policies (continued):

Use of Estimates – The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires the School Board to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates and the differences could be material.

Budgets – The District is required by State law to adopt a budget for the General Fund. The budget is presented on the modified accrual basis of accounting which is consistent with GAAP. The operating budget is prepared by the District's administration with direction from the School Board and assistance from the Superintendent and Business Manager of the Windham Southeast Supervisory Union and approved by the Guilford Town School District School Board at a properly warned meeting for presentation to the voters. The operating budget includes proposed expenditures by line items and the means of financing them. The voters vote on the total expense amount and not on the individual line items presented in these financial statements.

Encumbrances – Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is utilized for budgetary control purposes in the General Fund, Special Revenue Funds and Capital Projects Fund. Encumbrances are not the equivalent of expenditures and, accordingly, amounts assigned for encumbrances at the governmental fund level indicate that portion of the fund balance segregated for expenditure upon vendor performance.

Pensions – For purposes of measuring the net pension liability, deferred outflow of resources and deferred inflow of resources related to pensions, and pension expense, information about the fiduciary net position of the Vermont State Teachers' Retirement System (VSTRS) and the Vermont Municipal Employees' Retirement System (VMERS) and additions to/deductions from their fiduciary net position have been determined on the same basis as they are reported by VSTRS and VMERS. For this purpose, benefit payments are recognized when due and in accordance with benefit terms. Investments are reported at fair value.

Deferred Outflows and Inflows of Resources – In addition to assets, the statement of financial position will at times report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period and as such will not be recognized as an outflow of resources (expense/expenditure) until that time. The District currently has one type of item, deferred outflows, related to pensions.

In addition to liabilities, the statement of financial position will at times report a separate section for deferred inflow of resources. This separate financial statement element represents an acquisition of net position that applies to future periods, so it will not be recognized as an inflow of resources until that time. Deferred inflows related to pensions qualify for reporting in this category.

Net Position and Fund Balance –

District-wide Financial Statements – Net position represents the difference between assets and deferred outflow of resources, and liabilities and deferred inflow of resources on the district-wide financial statements. Net positions are classified in the following categories:

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

1. Summary of Significant Accounting Policies (continued):

Net investment in capital assets – This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that is attributed to the acquisition, construction or improvement of the assets.

Restricted for net position – Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.

Restricted for capital projects – This amount reports the receipts of revenue from bond proceeds, grants and special assessments in excess of expenditures. These funds are restricted for the construction or acquisition of capital assets.

Unrestricted – This amount represents the net position that does not meet the definition of the above components and is available for general use by the District.

Fund Based Financial Statements – In the fund financial statements, governmental funds balances are classified as follows:

Nonspendable – Resources which cannot be spent because they are either a) not in spendable form or b) legally or contractually required to be maintained intact.

Restricted – Resources with constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments, or b) imposed by law through constitutional provisions or enabling legislation.

Committed – Resources which are subject to limitations the government imposes upon itself at its highest level of decision making, and that remain binding unless removed in the same manner. For the purpose of defining the committed fund balance category, the District considers the taxpayers its highest level of decision making authority.

Assigned – Resources neither restricted nor committed for which a government has a stated intended use as established by the School Board or a body or official to which the School Board has delegated the authority to assign amounts for specific purposes.

Unassigned – Resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount. Unassigned balances also include any negative residual balance resulting from expenditures exceeding amounts restricted, committed or assigned for a specific purpose.

2. Cash:

Deposits – As of June 30, 2019, the carrying amount of deposits for governmental activities was \$762,167 and for fiduciary funds was \$3,781. To cover any portion not insured by the FDIC, the District obtains collateralization agreements from local banks. Securities underlying repurchase agreements are maintained in safe-keeping by the bank. The securities are in the District's name.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

3. Capital Assets:

Capital activity for the District was as follows for the year ended June 30, 2019:

| | Governmental Activities | | | |
|-----------------------------------|------------------------------------|--------------------|---------------------------------|------------------------------------|
| | Ending Balance June 30, 2018 | Additions | Retirements and Transfers | Ending Balance June 30, 2019 |
| Non-depreciable assets | | | | |
| Land | \$ 1,478 | \$ - | \$ - | \$ 1,478 |
| Depreciable assets | | | | |
| Buildings and improvements | 1,704,089 | - | 653 | 1,703,436 |
| Machinery, equipment and vehicles | 388,233 | 14,197 | 340,253 | 62,177 |
| | <u>2,092,322</u> | <u>14,197</u> | <u>340,906</u> | <u>1,765,613</u> |
| Less depreciation for | | | | |
| Buildings and improvements | 1,044,638 | 43,903 | 653 | 1,087,888 |
| Machinery, equipment and vehicles | 312,597 | 9,064 | 282,028 | 39,633 |
| | <u>1,357,235</u> | <u>52,967</u> | <u>282,681</u> | <u>1,127,521</u> |
| Capital assets, net | <u>\$ 736,565</u> | <u>\$ (38,770)</u> | <u>\$ 58,225</u> | <u>\$ 639,570</u> |

Depreciation expense for the year ended June 30, 2019 was \$52,967.

Capital assets of the District are depreciated using the straight-line method over the following useful lives:

| | Years |
|-----------------------------------|-------|
| Buildings and improvements | 20-40 |
| Machinery, equipment and vehicles | 3-10 |

4. Long-Term Liabilities:

The District does not currently have any General Obligation Bonds. These bonds provide funds for the acquisition and construction of major capital facilities and are typically payable over 15 to 20 years. The District has instead borrowed monies used for capital improvements from local banks and set up repayment schedules of typically three years or less.

The District will occasionally issue tax anticipation notes with local banks. Tax anticipation notes are short-term, interest bearing notes issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenues to which it is related.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

5. Risk Management:

The District is exposed to various risks of loss related to limited torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the District carries commercial insurance. There has been no significant change in insurance coverage from the previous fiscal year. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District.

The District is a member of the Vermont Education Health Initiative (VEHI) for medical insurance benefits. VEHI is a nonprofit corporation formed to provide insurance and risk management programs for Vermont school districts and is owned by the participating districts.

To provide health insurance coverage, VEHI has established a self-funded, fully insured program in conjunction with Blue Cross and Blue Shield. A portion of member contributions is used to purchase reinsurance and to fund a reserve required by the reinsurance. The pooling agreement does not permit the pool to make additional assessments to its members.

The District is self-insured for unemployment benefits. No liabilities have been accrued as the District is not able to make an estimate as to any future costs. The District paid \$1,094 in unemployment claims during the fiscal year ended June 30, 2019.

In the normal course of business, the District may be involved in pending or threatened litigation. Management, as part of its ongoing risk management, consults its legal counsel and assesses the impact of these matters on the District. Management does not believe that the District will be subject to an uninsured loss and as such, no accrual has been made for any potential claims.

6. Retirement Plans:

Teachers

Pension Administration – The Vermont State Teachers' Retirement System (VSTRS), administers the Teachers' Pension Plan (TPP), a cost-sharing, multiple-employer defined benefit pension plan as defined in GASB Statement 67, *Financial Reporting for Pension Plans*. VSTRS provides benefit provisions for teaching-certified employees of 288 participating school districts.

The TPP was created on July 1, 1947, and is governed by Chapter 55, Title 16, of the Vermont Statutes Annotated. Management of TPP is vested in the VSTRS Board of Trustees, which consists of the Secretary of Education, the State Treasurer, the Commissioner of Financial Regulation, two trustees and one alternate who are members of the system (each selected by the system under rules adopted by the Board) and one trustee and one alternate who are retired members of the system receiving retirement benefits (who are elected by the Association of Retired Teachers of Vermont).

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Plan Membership – Plan membership is immediate upon employment. At June 30, 2018, the most recent census, pension plan membership consisted of the following:

| | |
|---|-------|
| Retired members or beneficiaries currently receiving benefits | 9,269 |
| Inactive members | 2,613 |
| Active members | 9,892 |
| Terminated vested members | 787 |

The TPP is divided into the following membership groups:

- Group A – for public school teachers employed within the State of Vermont prior to July 1, 1981, and who elected to remain in Group A.
- Group C – for public school teachers employed within the State of Vermont on or after July 1, 1990 or hired before July 1, 1990 and were a member of Group B at that time.

General Information About the Teachers' Retirement System – All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service and are summarized below:

| | |
|----------------------------------|---|
| Creditable Service | Service as a member plus purchased service |
| Average Final Compensation (AFC) | Average annual compensation during highest 3 successive years |
| Membership | Immediate upon employment |
| Grandfathered Status | Group C members who were within 5 years of normal retirement eligibility as defined prior to July 1, 2010 are grandfathered |

Benefits Provided – TPP provides service retirement, disability retirement and death benefits. Normal retirement benefits are determined as 1.67% of the AFC times years of creditable service. A Group A employee is eligible for normal service retirement after 30 years of creditable service, regardless of age. A Group C employee if grandfathered must be 62 with 30 years of creditable service or non-grandfathered, age 65 or age plus creditable service equals 90. Ten years of service is generally required for death benefits and five years of service for disability benefits, though there can be other qualifying circumstances. Certain children benefits are also available in the event of a death. There are also provisions for early retirement at reduced benefits.

Contributions – Member contributions are established by State law. For the year ended June 30, 2019, teachers were required to contribute 5% of their salary to the plan, except for teachers with less than five years of service as of July 1, 2014. Those teachers will contribute at a rate of 6%. Employee contributions for the year ended June 30, 2019 were \$50,196 on \$942,837 of covered salaries. The State on-behalf contribution was \$148,497 at 15.75%.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Net Pension Liability – At June 30, 2018, the District’s proportionate share of the net pension liability was \$2,060,874 for the VSTRS. This net pension liability will be offset by the State’s proportionate share of the net pension liability associated with the District.

Significant Actuarial Assumptions and Methods:

The net pension liability was measured as of June 30, 2018, and is determined based on the June 30, 2017, actuarial valuation adjusted forward using standard actuarial techniques and updated to reflect changes in the investment return, inflation, cost of living and mortality assumptions.

Plan Provisions – The plan provisions used in the measurement of the net pension liability are the same as those used in the actuarial valuation as of June 30, 2017.

Actuarial Assumptions – The total pension liability as of June 30, 2018, was determined by an actuarial valuation as of June 30, 2017, using the following assumptions:

| | |
|---------------------------|--|
| Inflation | 2.50% |
| Salary increases | Ranging from 3.75% to 9.09% |
| Investment rate of return | 7.95%, net of pension plan investment expenses |
| Cost of living adjustment | 2.55% (2.60% for 2019) for Group A members and 1.4% (1.30% for 2019) for Group C members |
| Mortality | |
| Pre-retirement | 98% of RP-2006 White Collar Employee with generational projection |
| Healthy retiree | 98% of RP-2006 White Collar Annuitant with generational projection |
| Disabled retiree | RP-2006 Disabled Mortality Table with generational projection |

Long-Term Expected Rate of Return – The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of June 30, 2018, is summarized in the following table:

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Long-term Expected Real Rate of Return June 30, 2018</u> |
|--------------------|--------------------------|---|
| U.S. Equity | 18.00% | 6.10% |
| Non U.S. Equity | 16.00% | 7.45% |
| Global Equity | 9.00% | 6.74% |
| Fixed Income | 26.00% | 2.25% |
| Real Estate | 8.00% | 5.11% |
| Private Markets | 15.00% | 7.60% |
| Hedge Funds | 8.00% | 3.86% |
| | <u>100.00%</u> | |

Discount Rate – The discount rate used to measure the total pension liability was 7.50%. In accordance with paragraph 29 of GASB 68, professional judgement was applied to determine that the System’s projected fiduciary net position exceeds projected benefit payments for current active and inactive members for all years. The analysis was based on the expectation that employers will continue to contribute at the rates set by the Board, which exceed the actuarially determined contribution, which is comprised of an employer normal cost payment and a payment to reduce the unfunded liability to zero by June 30, 2038. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net liability, calculated using the discount rate of 7.50%, as well as what the pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.50%) of 1 percentage point higher (8.50%) than the current rate:

| | <u>1% Decrease (6.50%)</u> | <u>Current Discount Rate (7.50%)</u> | <u>1% Increase (8.50%)</u> |
|-----------------------|----------------------------|--------------------------------------|----------------------------|
| Net pension liability | \$ 2,488,614 | \$ 2,060,874 | \$ 1,632,694 |

Changes in Assumptions and Methods – The following changes were effective June 30, 2018:

- The valuation liability for inactive members as reported by the System was changed from 332.5% of accumulated contributions to 250.0% of accumulated contributions.

Changes in Plan Provisions – There have been no changes in plan provisions since the last measurement date.

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in a separately issued VSTRS financial report which is publicly available at:

<http://vermonttreasurer.gov>

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Support Staff Retirement Benefits:

Pension Administration – The Vermont Municipal Employees’ Retirement System (VMERS), administers the Municipal Employees’ Pension Plan, a cost-sharing, multiple-employer defined benefit pension plan as defined in GASB Statement 67, *Financial Reporting for Pension Plans*. VMERS provides benefit provisions for school districts and other municipal employees of 437 participating employers.

The Plan was created on July 1, 1975, and is governed by Chapter 125, Title 24, of the Vermont Statutes Annotated.

Management of the plan is vested in the VMERS Board of Trustees, which consists of the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives—one elected by the governing bodies of participating employers of the system, and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on AFC and years of creditable service.

In preparing the actuarial valuation as of July 1, 2018, the actuary relied on data and assets provided by the staff of the State Treasurer’s office. While not verifying the data at their source, the actuary has performed tests for consistency and reasonableness.

Plan Membership – Plan membership is immediate upon employment. At June 30, 2018, the most recent census, pension plan membership consisted of the following:

| | |
|---|-------|
| Retired members or beneficiaries currently receiving benefits | 3,189 |
| Inactive members | 2,516 |
| Active members | 7,452 |
| Terminated vested members | 789 |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Summary of System Provisions –

| | |
|----------------------------------|--|
| Effective Date | July 1, 1975 |
| Creditable Service | Service as a member plus purchased service. |
| Membership | Full time employees of participating municipalities. Municipality elects coverage under Groups A, B, C or D provisions. |
| Average Final Compensation (AFC) | Group A - average annual compensation during highest five consecutive years. Group B and C - average annual compensation during highest 3 consecutive years. Group D - average annual compensation during highest 2 consecutive years. |
| Service Retirement Allowance | |
| Eligibility | Group A - the earlier of age 65 with 5 years of service or age 55 with 35 years of service. Group B - The earlier of age 62 with 5 years of service or age 55 with 30 years of service. Group C and D - Age 55 with 5 years of service. |
| Amount | Group A - 1.4% of AFC times service. Group B - 1.7% of AFC times service as Group B member plus percentage earned as Group A member times AFC. Group C - 2.5% of AFC times service as a Group C member plus percentage earned as a Group A or B member times AFC. Group D - 2.5% of AFC times service as a Group D member plus percentage earned as a Group A, B or C member times AFC. Maximum benefit is 60% of AFC for Groups A and B and 50% of AFC for Groups C and D. The above amounts include the portion of the allowance provided by member contributions. |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Summary of System Provisions –

Early Retirement Allowance

| | |
|-------------|---|
| Eligibility | Age 55 with 5 years of service for Groups A and B; age 50 with 20 years of service for Group D. |
| Amount | Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes Normal Retirement Age for Group A and B members, and payable without reduction to Group D members. |

Vested Retirement Allowance

| | |
|-------------|--|
| Eligibility | 5 years of service. |
| Amount | Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the Consumer Price Index, subject to the limits on "Post-Retirement Adjustments" described below. |

Disability Retirement Allowance

| | |
|-------------|--|
| Eligibility | 5 years of service and disability as determined by Retirement Board. |
| Amount | Immediate allowance based on AFC and service to date of disability; children's benefit of 10% of AFC payable to up to three minor children (or children up to age 23 if enrolled in full-time studies) of a disabled Group D member. |

Death Benefits

| | |
|-------------|---|
| Eligibility | Death after 5 years of service. |
| Amount | For Groups A, B and C, reduced early retirement allowance under 100% survivor options commencing immediately or, if greater, survivor's benefit under disability annuity computed as of date of death. For Group D, 70% of the unreduced accrued benefit plus children's benefit. |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

| | |
|---|---|
| Optional Benefit and Death after Retirement | For Groups A, B and C, lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contribution guarantee. For Group D, lifetime allowance or 70% contingent annuitant option with no reduction. |
| Refund of Contributions | Upon termination, if the member so elects or if no other benefit is payable, the member's accumulated contributions are refunded. |
| Post-retirement Adjustments | Allowances in payment for at least one year increased on each January 1 by one-half of the percentage increase in Consumer Price Index but not more than 2% for Group A and 3% for Groups B, C and D. |
| Retirement Stipend | \$25 per month payable at the option of the Board to retirees. |
| Member Contributions | Group A - 2.625% effective July 1, 2018 Group B - 5.0% effective July 1, 2018 Group C - 10.125% effective January 1, 2018 Group D - 11.475% effective July 1, 2018 |
| Employer Contributions | Group A - 4.125% effective July 1, 2018 Group B - 5.625% effective July 1, 2018 Group C - 7.375% effective July 1, 2018 Group D - 9.975% effective July 1, 2018 |

Contributions – Member contributions are established by State law. Employee contributions for the year ended June 30, 2019, were \$5,500 on \$209,535 of covered salaries. The District's share of the pension contribution amounted to \$8,643 at a contribution rate of 4.125%.

Net Pension Liability – At June 30, 2018 and 2017, the last census date available, the proportionate share of the net pension liability for employees of the District was \$78,078 and \$66,845, respectively. The District's proportion of the net pension liability was based on contributions to VMERS during the fiscal year ended June 30, 2018. At June 30, 2018, the District's proportion was .0555018% which was an increase from its proportionate share of .055173% for the year ended June 30, 2017.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

For the year ended June 30, 2019, the District recognized pension expense of \$24,739 on its District-Wide statement of net position. At June 30, 2019, the District reported deferred outflow of resources and deferred inflow of resources related to pensions from the following sources:

| | <u>Deferred Outflow of of Resources</u> | <u>Deferred Inflow of Resources</u> |
|---|---|---|
| Balance of deferred outflow and inflow due to: | | |
| Differences between expected and actual experience | \$ 6,782 | \$ 1,248 |
| Changes of assumptions | 8,646 | - |
| Changes in benefits | 9,049 | |
| Net difference between projected and actual earnings on pension plan investments | 202 | - |
| Changes in proportion and differences between employer contributions and proportionate share of contributions | - | 13,246 |
| Employer contributions subsequent to the measurement date | <u>8,643</u> | <u>-</u> |
| Total | <u>\$ 33,322</u> | <u>\$ 14,494</u> |

District contributions subsequent to the measurement date of \$8,643 are reported as deferred outflow of resources and will be recognized as a reduction of the net pension liability in the year ending June 30, 2019. Other amounts reported as deferred outflow of resources and deferred inflow of resources related to pensions will be recognized in pension expense as follows:

| | |
|----------------------|------------------|
| Year ending June 30: | |
| 2019 | \$ 9,101 |
| 2020 | 1,577 |
| 2021 | (2,420) |
| 2022 | <u>1,927</u> |
| | <u>\$ 10,185</u> |

Significant Actuarial Assumptions and Methods:

The net pension liability was measured as of June 30, 2018, and is determined based on the June 30, 2017, actuarial valuation adjusted forward using standard actuarial techniques and updated to reflect changes in the investment return, inflation, cost of living and mortality assumptions.

Plan Provisions – The plan provisions used in the measurement of the net pension liability are the same as those used in the actuarial valuation as of June 30, 2017.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Actuarial Assumptions – The total pension liability as of June 30, 2018, was determined by an actuarial valuation as of June 30, 2017 using the following assumptions:

| | |
|---------------------------|--|
| Inflation | 2.50% |
| Salary increases | 5% per year |
| Investment rate of return | 7.50%, net of pension plan investment expenses including inflation |
| Cost of living adjustment | 1.15% for Group A members and 1.3% for Group B, C and D members |
| Mortality | |
| Death in active service | Groups A/B/C - 98% of RP-2006 blended 60% Blue Collar Employee, 40% Healthy Employee with generational improvement Group D - RP - 2006 Blue Collar Annuitant Table with generational improvement |
| Healthy post retirement | Groups A/B/C - 98% of RP-2014 blended 60% Blue Collar Annuitant, 40% Health Annuitant with generational improvement Group D - RP - 2006 Blue Collar Annuitant Table with generational improvement |
| Disabled retiree | RP-2006 Disabled Mortality Table with generational improvement |

Long-Term Expected Rate of Return – The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of June 30, 2018, is summarized in the following table:

| Asset Class | Target Allocation | Long-term Expected Real Rate of Return June 30, 2018 |
|-----------------|-------------------|--|
| U.S. Equity | 18.00% | 6.10% |
| Non U.S. Equity | 16.00% | 7.45% |
| Global Equity | 9.00% | 6.74% |
| Fixed Income | 26.00% | 2.25% |
| Real Estate | 8.00% | 5.11% |
| Private Markets | 15.00% | 7.60% |
| Hedge Funds | 8.00% | 3.86% |
| | 100.00% | |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Discount Rate – The discount rate used to measure the total pension liability was 7.50%. In accordance with paragraph 29 of GASB 68, professional judgement was applied to determine that the System’s projected fiduciary net position exceeds projected benefit payments for current active and inactive members for all years. The analysis was based on the expectation that employers will continue to contribute at the rates set by the Board, which exceed the actuarially determined contribution, which is comprised of an employer normal cost payment and a payment to reduce the unfunded liability to zero by June 30, 2038. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net liability, calculated using the discount rate of 7.50%, as well as what the pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.50%) of 1 percentage point higher (8.50%) than the current rate:

| | 1% Decrease (6.50%) | Current Discount Rate (7.50%) | 1% Increase (8.50%) |
|-----------------------|---------------------------|-------------------------------------|---------------------------|
| Net pension liability | \$ 132,246 | \$ 78,078 | \$ 34,024 |

Changes in Assumptions and Methods – There have been no changes in plan assumptions and methods since the last measurement date.

Changes in Plan Provisions –

| Effective Date | Fiscal Year | Group A | Group B | Group C | Group D |
|----------------|-------------|---------|---------|---------|---------|
| July 1, 2018 | 2019 | 2.625% | 5.000% | 10.125% | 11.475% |
| July 1, 2019 | 2020 | 2.750% | 5.125% | 10.250% | 11.600% |
| July 1, 2020 | 2021 | 3.000% | 5.375% | 10.500% | 11.850% |
| July 1, 2021 | 2022 | 3.250% | 5.625% | 10.750% | 12.100% |

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in a separately issued VMERS financial report which is publicly available at:

<http://vermonttreasurer.gov>

403(b) – The District maintains a 403(b) defined contribution plan for eligible administrators and support staff. Based upon the number of years of service, the District contributes 2% to 5% of covered salary for School employees. The District contributed \$12,769 to the 403(b) plan for the year ended June 30, 2019. Employee withholdings contributed to the plan totaled \$57,766.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

The Teachers' negotiated agreement and the Support Staffs' negotiated agreement offer a retirement benefit in addition to those described above. The Teachers' agreement calls for a \$8,000 separation payment available to teachers reaching age fifty-five (55) and having fifteen (15) years of service within the District. The Support Staff agreement also has a separation benefit of \$6,500 at age fifty-five (55) with fifteen (15) years of service within the District or \$4,500 at age fifty-five (55) with ten (10) years of service in the District. The estimated accrual for this liability as of June 30, 2019 is \$37,025. Teachers recently approved a new agreement through 2020 that will increase the benefit to \$9,000 in 2020 assuming the Teachers meet the same vesting requirements that were under the old contract.

The District has not created trusts to hold assets and administer the plans but funds benefits on a "pay-as-you-go basis" and administers the plans internally.

Actuarial Valuation Date and Measurement Date – Actuarial Valuation Date, the date as of which liabilities are measured is the first day of the fiscal year, July 1, 2018. The Measurement Date, one day earlier, is the last day of the prior fiscal year for which valuation results will be reported:

| | |
|-------------------------------------|---------|
| Actuarial valuation date | 7/1/18 |
| GASB 75 measurement date | 6/30/18 |
| Fiscal year end to which MD relates | 6/30/19 |

Employees Covered by Benefit Terms – At June 30, 2019, the following employees were covered by the benefit terms:

| | |
|----------------------------|----------------|
| Retirees and beneficiaries | Not Applicable |
| Covered employee group | 554 |

Total OPEB Liability – The total OPEB liability for all Districts of \$1,156,422 was measured as of June 30, 2019, and was determined by an actuarial valuation as of that date.

Following are assumptions and other information used to determine estimated liabilities as of June 30, 2019:

Actuarial Assumptions and Other Inputs – The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

The discount rate of 3.87% was based on the Bond Buyer 20-Bond GO Index.

Mortality Rates – The District based the mortality rates using the RP-2006 Table projected to 2018 and thereafter using projection scale MP – 2018.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Retirement Rates – Retirement rates were developed largely from retirement rates used in the June 30, 2018, GASB 68 actuarial valuation of the Vermont State Teachers Association (VSTRS), with adjustments for particulars of the Windham SE valuation group.

Employee Turnover Rates – Employee turnover rates for teachers were also developed based on disclosed turnover rates in the VSTRS GASB 68 report. Non-teacher turnover rates are the greater of teacher turnover rates or rates in the published T-9 turnover scale.

Separation Benefit Trend – It is assumed that future retirees will receive a benefit that is higher than the one currently negotiated through fiscal year 2020.

Compensation Increases – Increases are assumed to be 3% per annum.

| | 2019 | 2018 |
|--|-----------------------------|-----------------------------|
| | <u> </u> | <u> </u> |
| Total OPEB Liability | | |
| Service cost | \$ 50,360 | \$ 46,939 |
| Interest on the Total OPEB liability | 39,311 | 38,917 |
| Changes in assumptions | (16,210) | - |
| Benefit payments | <u>(30,200)</u> | <u>(119,500)</u> |
| Net change in total OPEB liability | 43,261 | (33,644) |
| Total OPEB liability - beginning of period | 1,113,161 | 1,146,805 |
| Total OPEB liability - end of period | <u><u>\$ 1,156,422</u></u> | <u><u>\$ 1,113,161</u></u> |
| Plan Fiduciary Net Position | | |
| Employer contributions | \$ 30,200 | \$ 119,500 |
| Benefit payments | <u>(30,200)</u> | <u>(119,500)</u> |
| Net change in plan fiduciary net position | - | - |
| Plan fiduciary net position - beginning of period | - | - |
| Plan fiduciary net position - end of period | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |
| Net OPEB Liability (Asset) | \$ 1,156,422 | \$ 1,113,161 |
| Plan Fiduciary Net Position as a percentage of the total OPEB liability | 0.00% | 0.00% |
| Covered Valuation Payroll | \$ 23,049,390 | \$ 22,378,049 |
| Net OPEB Liability as a percentage of Covered Valuation Payroll | 5.02% | 4.97% |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate – The following presents the net OPEB liability of the District, as well as what the total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.87%) and one percentage point higher (4.87%) than the current discount rate (3.87%):

| | 1% Decrease 2.87% | Valuation Discount 3.87% | 1% Increase 4.87% |
|-------------------------|----------------------|--------------------------------|----------------------|
| Net OPEB Liability | \$ 1,212,665 | \$ 1,156,424 | \$ 1,104,473 |
| Liability by District | | | |
| Reporting District Code | | | |
| BUHS #6 | \$ 509,175 | \$ 485,560 | \$ 463,747 |
| BTSD | 298,648 | 284,798 | 272,003 |
| DTSD | 93,546 | 89,208 | 85,200 |
| GTSD | 38,826 | 37,025 | 35,362 |
| PTSD | 69,469 | 66,247 | 63,271 |
| VTSD | 87,975 | 83,895 | 80,126 |
| WSESU | 115,026 | 109,691 | 104,764 |
| | <u>\$ 1,212,665</u> | <u>\$ 1,156,424</u> | <u>\$ 1,104,473</u> |

Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB – For the year ended June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

| | Deferred Outflow of Resources | Deferred Inflow of Resources |
|---|-------------------------------------|------------------------------------|
| Balance of deferred outflow and inflow due to: | | |
| Differences between expected and actual experience | \$ - | \$ - |
| Changes of assumptions | - | 14,453 |
| Net difference between projected and actual earnings on pension plan investments | - | - |
| Changes in proportion and differences between employer contributions and proportionate share of contributions | - | - |
| Total | <u>\$ -</u> | <u>\$ 14,453</u> |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

6. Retirement Plans (continued):

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| Year ending June 30: | Net Deferred (Inflow)/ Outflow of Resources |
|----------------------|--|
| 2020 | \$ (1,757) |
| 2021 | (1,757) |
| 2022 | (1,757) |
| 2023 | (1,757) |
| 2024 | (1,757) |
| 2025 | (1,757) |
| 2026 | (1,757) |
| 2027 | (1,757) |
| 2028 | (397) |
| | <u>\$ (14,453)</u> |

7. Other Post-Employment Benefits:

The Vermont State Teachers' Retirement System (VSTRS) provides postemployment benefits to eligible VSTRS employees who retire from the System through a cost sharing multiple-employer postemployment benefit (OPEB) plan.

The Plan covers nearly all public day school and nonsectarian private high school teachers and administrators as well as teachers in schools and teacher training institutions within and supported by the State that are controlled by the State Board of Education. Membership in the system for those covered classes is a condition of employment.

Vermont Statue Title 16 Chapter 55 assigns the authority to VSTRS to establish and amend the benefits provisions of the Plan and to establish maximum obligations of the Plan members to contribute to the Plan. Management of the Plan is vested in the VSTRS Board of Trustees.

VSTRS retirees and their spouses are eligible for health coverage if the retiree is eligible for OPEB benefits. OPEB eligibility requirements are below.

- Group A – for public school teachers employed within the State of Vermont prior to July 1, 1981 and elected to remain in Group A
Retirement: Attainment of 30 years of credible service or age 55
- Group C – for public school teachers employed within the State of Vermont on or after July 1, 1990 or hired before July 1, 1990 and were a member of Group B at that time
Retirement: Attainment of age 65 or age plus creditable service equal to 90 or age 55 with 5 years of creditable service

All assets of the Plan are held in a single trust and are available to pay OPEB benefits to all members.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

8. Related Party:

On July 1, 2018, the Windham Southeast Supervisory Union entered into an agreement on behalf of Guilford Town School District, for contracted transportation services through June 30, 2023. Costs related to this contract are billed to the individual districts based upon the number of eligible children served and miles driven.

The approximate minimum amounts due under the contract for years subsequent to June 30, 2019 are as follows:

| | |
|----------------------|-------------------|
| Year ending June 30, | |
| 2020 | \$ 147,084 |
| 2021 | 150,761 |
| 2022 | 155,284 |
| 2023 | <u>160,719</u> |
| | <u>\$ 613,848</u> |

The District has an ongoing financial responsibility to Windham Southeast Supervisory Union as defined in GASB 14, paragraph 71. Through Windham Southeast Supervisory Union's assessment process, the District's assessment can be increased to cover a share of any prior year deficits and decreased to share in any prior year surpluses. Separate financial statements on Windham Southeast Supervisory Union are available from Windham Southeast Supervisory Union.

9. Budgetary Basis of Accounting:

Actual General Fund revenues and expenditures reported on the budgetary basis vary from the basis of accounting prescribed by GAAP as follows:

| | <u>Revenues</u> | <u>Expenditures and Transfers</u> |
|--------------------|---------------------|---|
| Governmental basis | \$ 3,075,758 | \$ 3,053,052 |
| On-behalf payment | <u>(148,497)</u> | <u>(148,497)</u> |
| Budgetary basis | <u>\$ 2,927,261</u> | <u>\$ 2,904,555</u> |

10. Contingent Liabilities:

The District participates in various state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grants, refunds of any money recovered may be required and the collectability of any related receivable at June 30, 2019, may be impaired. The District is not aware of any significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants. Therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

10. Contingent Liabilities (continued):

In the normal course of business, the District may be involved in pending or threatened litigation. Management, as part of its ongoing risk management, consults its legal counsel and assesses the impact of these matters on the District. Management does not believe that the District will be subject to an uninsured loss and as such, no accrual has been made for any potential claims.

11. Governmental Fund Equity:

Governmental fund equity consisted of the following as June 30, 2019:

| | <u>General Fund</u> | <u>Capital Projects</u> | <u>Total Governmental Funds</u> |
|----------------------|-------------------------|-----------------------------|---|
| Fund balances: | | | |
| Nonspendable: | | | |
| Prepaid expenditures | \$ - | \$ - | \$ - |
| Restricted for: | | | |
| Capital projects | - | 56,916 | 56,916 |
| Total restricted | - | 56,916 | 56,916 |
| Unrestricted | | | |
| Assigned for: | | | |
| Tax revenue offset | - | - | - |
| Unassigned | 241,313 | - | 241,313 |
| Total unrestricted | 241,313 | - | 241,313 |
| Total fund balance | \$ 241,313 | \$ 56,916 | \$ 298,229 |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

12. Reconciliation of Governmental Funds to District-Wide Funds:

A detailed explanation of the differences between governmental funds balance sheet and district-wide statement of net position are as follows:

| | Total Governmental Funds | Long-Term Revenues/ Expenses | Capital Related Items | Eliminations Due to/ From | Statement of Net Position |
|---|--------------------------------|------------------------------------|-----------------------------|---------------------------------|---------------------------------|
| Assets and other debits | | | | | |
| Cash | \$ 762,167 | \$ - | \$ - | \$ - | \$ 762,167 |
| Accounts receivable | 19,332 | - | - | - | 19,332 |
| Internal balances | 5,241 | - | - | - | 5,241 |
| Due from other funds | 10,042 | - | - | (10,042) | - |
| Capital assets | - | - | 639,570 | - | 639,570 |
| Deferred outflow of resources | - | 33,322 | - | - | 33,322 |
| Total assets | <u>\$ 796,782</u> | <u>\$ 33,322</u> | <u>\$ 639,570</u> | <u>\$ (10,042)</u> | <u>\$ 1,459,632</u> |
| Liabilities | | | | | |
| Accounts payable | \$ 9,937 | \$ - | \$ - | \$ - | \$ 9,937 |
| Accrued expenses | 186,089 | - | - | - | 186,089 |
| Due to other funds | 10,042 | - | - | (10,042) | - |
| Due to other governments | 233,201 | - | - | - | 233,201 |
| Due to other student activities | 59,284 | - | - | - | 59,284 |
| Accrued separation benefit | - | 37,025 | - | - | 37,025 |
| Net pension liability | - | 78,078 | - | - | 78,078 |
| Deferred inflow of resources | - | 14,494 | - | - | 14,494 |
| Total liabilities | <u>498,553</u> | <u>129,597</u> | <u>-</u> | <u>(10,042)</u> | <u>618,108</u> |
| Fund balance | | | | | |
| Invested in capital assets net of related debt | - | - | 639,570 | - | 639,570 |
| Restricted for: | | | | | |
| Capital projects | 56,916 | - | - | - | 56,916 |
| Unrestricted | 241,313 | (96,275) | - | - | 145,038 |
| Total fund balance | <u>298,229</u> | <u>(96,275)</u> | <u>639,570</u> | <u>-</u> | <u>841,524</u> |
| Total liabilities and fund balance | <u>\$ 796,782</u> | <u>\$ 33,322</u> | <u>\$ 639,570</u> | <u>\$ (10,042)</u> | <u>\$ 1,459,632</u> |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

12. Reconciliation of Governmental Funds to District-Wide Funds (continued):

A detailed explanation of the differences between the governmental funds statement of revenues, expenditures and changes in fund balance and the district-wide statement of activities are as follows:

| | Total Governmental Funds | Long-Term Revenues/ Expenses | Capital Related Items | Statement of Activities |
|--|--------------------------------|------------------------------------|-----------------------------|-------------------------------|
| Revenues | | | | |
| Local sources | | | | |
| Investment income | \$ 9,344 | \$ - | \$ - | \$ 9,344 |
| Miscellaneous | 10,032 | - | - | 10,032 |
| | <u>19,376</u> | <u>-</u> | <u>-</u> | <u>19,376</u> |
| State sources | | | | |
| Education spending grant | 2,617,651 | - | - | 2,617,651 |
| Restricted grants-in-aid | 171,961 | - | - | 171,961 |
| On-behalf payments | 148,497 | - | - | 148,497 |
| | <u>2,938,109</u> | <u>-</u> | <u>-</u> | <u>2,938,109</u> |
| Federal sources | | | | |
| Restricted grants-in-aid | 41,676 | - | - | 41,676 |
| Total revenues | <u>2,999,161</u> | <u>-</u> | <u>-</u> | <u>2,999,161</u> |
| Expenditures | | | | |
| Instruction services | | | | |
| Regular education programs | 1,698,195 | 8,838 | - | 1,707,033 |
| Special education | 291,057 | - | - | 291,057 |
| Supporting services | | | | |
| Pupils | 154,583 | - | - | 154,583 |
| Instructional staff | 88,870 | - | - | 88,870 |
| General administration | 144,037 | - | - | 144,037 |
| School administration | 191,703 | - | - | 191,703 |
| Business administration | 1,014 | - | - | 1,014 |
| Operation and maintenance plant | 236,906 | - | (14,197) | 222,709 |
| Transportation | 101,644 | - | - | 101,644 |
| Food services | | | | |
| Food services expense | 24,096 | - | - | 24,096 |
| On-behalf payments | 148,497 | - | - | 148,497 |
| Depreciation expense | - | - | 52,967 | 52,967 |
| Total expenditures | <u>3,080,602</u> | <u>8,838</u> | <u>38,770</u> | <u>3,128,210</u> |
| Other financing sources (uses) | | | | |
| Gain (loss) on sale of District assets | 76,750 | - | (58,225) | 18,525 |
| Deficiency of expenditures over revenues | <u>\$ (4,691)</u> | <u>\$ (8,838)</u> | <u>\$ (96,995)</u> | <u>\$ (110,524)</u> |

GUILFORD TOWN SCHOOL DISTRICT

Notes to Financial Statements

As of and for the Year Ended June 30, 2019

13. Prior Period Adjustment:

The District has restated beginning net position as of June 30, 2018 to correct an overaccrual of a separation benefit earned by teachers and support staff retiring from the District. The benefit is part of a collectively bargained agreement between the District and the Windham Southeast Education Association. Terms of the benefit are described in Note 7. The District has used an estimate to determine the liability on past financial statements. In 2019, the District contracted an actuary to determine actual liability. The net position has been restated as follows:

| | <u>General Fund</u> |
|---|-------------------------|
| Net position, June 30, 2018 | \$ 884,938 |
| Restated for: | |
| Correction of accrual to separation benefit | <u>67,110</u> |
| Net position June 30, 2018 (as restated) | <u>\$ 952,048</u> |

14. Subsequent Events:

Pursuant to the State Board of Education's final Statewide Plan dated November 28, 2018 and issued on November 30, 2018, pursuant to 2015 Acts and Resolves No. 46 (Act 46), the Windham Southeast Unified Union School District (Union School District) was created to provide for the prekindergarten through grade 12 education of its resident students. Forming the District was the Brattleboro School District, the Dummerston School District, the Guilford School District, the Putney School District, and the Brattleboro Union High School District. The new Union School District shall assume all operating surpluses, deficits and fund balances of the Forming Districts that may exist at the close of business on June 30, 2019. The new Union School District shall apply any reserve fund for the fund's specific purpose, if identified, unless otherwise determined through appropriate legal procedures. As of June 30, 2019, the Forming Districts conveyed to the New Union School District, for the sum of one dollar, and subject to the encumbrances of record, all school-related real and personal property including all land, buildings and contents. The Forming Districts also transferred on June 30, 2019, the debt and funds specified in the Article to the New Union School District.

The Windham Southeast Unified Union School District adopted a budget for the year ended June 30, 2020, in the amount of \$50,172,289 that funds operations for all schools making up the Forming District.

The District has evaluated subsequent events which may require adjustment to or disclosure in the District's financial statements through February 19, 2020, the date these financial statements were available to be issued. The District did not note any events requiring disclosure. The District has not reviewed events occurring after the report date for their potential impact on the information contained in these financial statements.

GUILFORD TOWN SCHOOL DISTRICT
Schedule 1 – Budgetary Comparison Schedule – General Fund
For the Year Ended June 30, 2019

| | Original Budget | Actual Budgetary Basis | Variance With Budget |
|---|--------------------|------------------------------|----------------------------|
| Revenues | | | |
| Investment income | \$ 1,000 | \$ 9,191 | \$ 8,191 |
| Miscellaneous | 999 | 10,032 | 9,033 |
| Sale of District assets | - | 76,750 | 76,750 |
| State education spending grant | 2,631,051 | 2,617,651 | (13,400) |
| State restricted grants-in-aid | 197,273 | 171,961 | (25,312) |
| Federal restricted grants-in-aid | 41,676 | 41,676 | - |
| Total revenues | <u>2,871,999</u> | <u>2,927,261</u> | <u>55,262</u> |
| Expenditures | | | |
| Instruction services | | | |
| Regular education services | 1,622,004 | 1,698,195 | (76,191) |
| Special education programs | 291,056 | 291,057 | (1) |
| Other instructional services | - | - | - |
| Supporting services | | | |
| Pupils | 161,531 | 154,583 | 6,948 |
| Instruction staff | 85,679 | 88,870 | (3,191) |
| General administration | 146,234 | 144,037 | 2,197 |
| School administration | 197,320 | 191,703 | 5,617 |
| Business administration | 1,500 | 1,014 | 486 |
| Operation and maintenance plant | 216,564 | 216,948 | (384) |
| Transportation | 147,200 | 101,644 | 45,556 |
| Food services | | | |
| Food service expense | 22,911 | 24,096 | (1,185) |
| Transfer to capital projects fund | 30,000 | (7,592) | 37,592 |
| Total expenditures and transfers | <u>2,921,999</u> | <u>2,904,555</u> | <u>17,444</u> |
| Excess of revenues over (under) expenditures | <u>\$ (50,000)</u> | <u>\$ 22,706</u> | <u>\$ 72,706</u> |

GUILFORD TOWN SCHOOL DISTRICT
Schedule 2 – State Contributions to Teachers’ Pension
As of June 30, 2019

| <u>Year Ending</u> | <u>Statutorily Required Contributions</u> | <u>Actual State Contributions</u> | <u>Contribution Excess (Deficiency)</u> | <u>Actual Covered Member Payroll</u> | <u>Contributions as a Percentage of Covered Payroll</u> |
|------------------------|---|---|---|--|---|
| 6/30/2014 | \$ 104,996 | \$ 83,359 | \$ (21,637) | \$ 918,604 | 9.07% |
| 6/30/2015 | \$ 110,496 | \$ 103,948 | \$ (6,548) | \$ 795,141 | 13.07% |
| 6/30/2016 | \$ 110,792 | \$ 97,535 | \$ (13,257) | \$ 862,863 | 11.30% |
| 6/30/2017 | \$ 104,987 | \$ 107,833 | \$ 2,846 | \$ 905,841 | 11.90% |
| 6/30/2018 | \$ 125,239 | \$ 150,542 | \$ 25,303 | \$ 1,120,293 | 13.44% |
| 6/30/2019 | Information not available | | | | |

Note: This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

GUILFORD TOWN SCHOOL DISTRICT
Schedule 3 – District Contributions to Vermont State Employees’ Retirement System
As of June 30, 2019

| <u>Year Ending</u> | <u>Statutorily Required Contributions</u> | <u>Actual District Contributions</u> | <u>Contribution Excess (Deficiency)</u> | <u>Actual Covered Member Payroll</u> | <u>Contributions as a Percentage of Covered Payroll</u> |
|------------------------|---|--|---|--|---|
| 6/30/2014 | \$ 13,086 | \$ 13,086 | \$ - | \$ 327,153 | 4.00% |
| 6/30/2015 | \$ 14,104 | \$ 14,104 | \$ - | \$ 352,610 | 4.00% |
| 6/30/2016 | \$ 12,947 | \$ 12,947 | \$ - | \$ 323,670 | 4.00% |
| 6/30/2017 | \$ 9,010 | \$ 9,010 | \$ - | \$ 225,267 | 4.00% |
| 6/30/2018 | \$ 9,722 | \$ 9,722 | \$ - | \$ 243,033 | 4.00% |
| 6/30/2019 | \$ 8,643 | \$ 8,643 | \$ - | \$ 209,535 | 4.12% |

Note: This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

GUILFORD TOWN SCHOOL DISTRICT
Schedule 4 – Proportionate Share of the Net Pension Liability
For the Year Ended June 30, 2019

| <u>VSTRS</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> | <u>2014</u> |
|--|--------------|--------------|--------------|--------------|--------------|
| Schedule of Proportionate Share of the Net Pension Liability | | | | | |
| District's proportion of the net pension liability | 0.136418% | 0.137081% | 0.133200% | 0.142570% | 0.162100% |
| District's proportionate share of the net pension liability | \$ 2,060,874 | \$ 2,032,100 | \$ 1,744,278 | \$ 1,691,635 | \$ 1,553,168 |
| District's covered-employee payroll | \$ 922,233 | \$ 905,841 | \$ 862,863 | \$ 795,141 | \$ 918,604 |
| District's proportionate share of the net pension liability as a percentage of its covered-employee payroll | 223.47% | 224.33% | 202.15% | 212.75% | 169.08% |
| Plan fiduciary net position as a percentage of the total pension liability | 54.81% | 53.98% | 55.31% | 58.22% | 64.02% |
| | | | | | |
| <u>VMERS</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> | <u>2014</u> |
| Schedule of Proportionate Share of the Net Pension Liability | | | | | |
| District's proportion of the net pension liability | 0.055502% | 0.055173% | 0.085180% | 0.100900% | 0.101400% |
| District's proportionate share of the net pension liability | \$ 78,078 | \$ 66,845 | \$ 29,339 | \$ 21,310 | \$ 9,259 |
| District's covered-employee payroll | \$ 209,535 | \$ 225,267 | \$ 323,670 | \$ 352,610 | \$ 327,153 |
| District's proportionate share of the net pension liability as a percentage of its covered-employee payroll | 37.26% | 29.67% | 9.06% | 6.04% | 2.83% |
| Plan fiduciary net position as a percentage of the total pension liability | 82.60% | 83.64% | 80.95% | 87.42% | 98.32% |

Note: This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

GUILFORD TOWN SCHOOL DISTRICT
Schedule 5 – Multi-Year Schedule of Contributions
 For the Year Ended June 30, 2019

Multi Year Schedule of Contributions for Separation Benefit. All Districts combined:

| <u>FY Ending June 30</u> | <u>Actuarilly Determined Contribution</u> | <u>Actual Contributions</u> | <u>Contribution Deficiency (Excess)</u> | <u>Covered Valuation Payroll</u> | <u>Actual Contribution As a % of Covered Valuation Payroll</u> |
|------------------------------|---|---------------------------------|---|--|--|
| 2017 | \$ 101,875 | \$ 119,500 | \$ (17,625) | \$ 21,398,735 | 0.56% |
| 2018 | \$ 105,407 | \$ 30,200 | \$ 75,207 | \$ 22,040,697 | 0.14% |
| 2019 | \$ 107,322 | \$ 84,265 | \$ 23,057 | \$ 22,701,918 | 0.37% |



TYLER, SIMMS & ST. SAUVEUR, CPAs, P.C.
Certified Public Accountants & Business Consultants

**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 Auditors' Report

To the School Board
of Guilford Town School District

We have audited in accordance with the auditing standards generally accepted in the United States of America, and standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Guilford Town School District (the District) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated February 19, 2020.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. 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.

**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* (continued)**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District'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.

Tyler, Semms and St. Severe, CPAs, P.C.

Lebanon, New Hampshire
February 19, 2020

Registration No. 92-545