

INDEPENDENT SCHOOL DISTRICT NO. 763

**FINANCIAL STATEMENTS WITH
SUPPLEMENTARY INFORMATION**

YEAR ENDED JUNE 30, 2019

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
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INTRODUCTORY SECTION

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
BOARD OF EDUCATION AND ADMINISTRATION
YEAR ENDED JUNE 30, 2019**

BOARD OF EDUCATION

Jackie Berg	Chair
Jon Sutherland	Vice-Chair
Jennifer Jones	Clerk
Allison Janke	Treasurer
Betsy Chambers	Member
John Anhorn	Member
Whitney Winkels	Member

ADMINISTRATION

Mark Ristau	Superintendent
Jarred Anderson	Business Manager

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FINANCIAL SECTION

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INDEPENDENT AUDITORS' REPORT

Board of Education
Independent School District No. 763
Medford, Minnesota

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 Independent School District No. 763 (the District), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the basic financial statements of the District, 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.

Auditors' Responsibility

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 763 as of June 30, 2019, and the respective changes in financial position and budgetary comparison for the General Fund, Food Service Fund, and Community Service Fund thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Independent School District No. 763's 2018 financial statements of the governmental activities, each major fund and the aggregate remaining fund information as of and for the year ended June 30, 2018, and we expressed unmodified opinions on those audited financial statements in our report dated November 13, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2018 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of Changes in the District's Total OPEB Liability and Related Ratios, Schedule of the District's Proportionate Share of the Net Pension Liability, and Schedule of District Contributions as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The Uniform Financial Accounting and Reporting Standards Compliance Table is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Uniform Financial Accounting and Reporting Standards Compliance Table is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Uniform Financial Accounting and Reporting Standards Compliance Table is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2019, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Rochester, Minnesota
November 30, 2019

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REQUIRED SUPPLEMENTARY INFORMATION

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

This section of Medford Public Schools – Independent School District No. 763's annual financial report presents our discussion and analysis of the District's financial performance during the fiscal year that ended on June 30, 2019. Please read it in conjunction with the District's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

Key financial highlights for the 2018-2019 fiscal years include the following:

- Net Position on June 30, 2018 was \$(3,296,850) and on June 30, 2019 was \$(658,207).
- Overall General Fund revenues were \$9,367,932 as compared to \$8,945,160 of expenditures.
- General Fund balance increased \$558,768 from the prior year. The major factors contributing to the increase were additional revenues, one-time land sale, and underspent expenditure budgets.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial section of the annual report consists of four parts – Independent Auditors' Report, required supplementary information which includes the management's discussion and analysis (this section), the basic financial statements, and supplemental information. The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are *district-wide financial statements* that provide both *short-term* and *long-term* information about the District's *overall* financial status.
- The remaining statements are *fund financial statements* that focus on *individual parts* of the District, reporting the District's operations in *more detail* than the district-wide statements.
- The *governmental funds statements* tell how basic services such as regular and special education were financed in the *short term* as well as what remains for future spending.

District-Wide Statements

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

The two district-wide statements report the District's *net position* and how it has changed. Net position – the difference between the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources – is one way to measure the District's financial health or *position*.

- Over time, increases or decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District you need to consider additional nonfinancial factors such as changes in the District's property tax base and the condition of school buildings and other facilities.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

In the district-wide financial statements the District's activities are shown in one category:

- *Governmental activities* – Most of the District's basic services are included here, such as regular and special education, transportation, administration, food services, and community education. Property taxes and state aids finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's *funds* – focusing on its most significant or “major” funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs:

- Some funds are required by state law and by bond covenants.
- The District establishes other funds to control and manage money for particular purposes (e.g., repaying its long-term debts) or to show that it is properly using certain revenues (e.g., federal grants).

The District has two kinds of funds:

- *Governmental funds* – Most of the District's basic services are included in governmental funds, which generally focus on (1) how *cash and other financial assets* that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed *short-term* view that helps to determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, we provide additional information at the bottom of the governmental funds statements that explains the relationship (or differences) between them.
- *Fiduciary funds* – The District is the trustee, or *fiduciary*, for assets that belong to others, such as the scholarship funds. The District is responsible for ensuring that the assets reported in these funds are used for only their intended purposes and by those to whom the assets belong. All of the District's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. We exclude these activities from the district-wide financial statements because the District cannot use these assets to finance its operations.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Net Position

The District's *combined* net position was \$(658,207) on June 30, 2019.

**Table A-1
The District's Net Position**

	Governmental Activities as of June 30,		Percentage Change
	2019	2018	
Current and Other Assets	\$ 8,005,049	\$ 7,404,213	8.11 %
Capital Assets and Noncurrent Assets	12,549,777	13,032,787	(3.71)
Total Assets	20,554,826	20,437,000	0.58
 Total Deferred Outflows of Resources	 6,286,012	 8,182,680	 (23.18)
Current Liabilities	1,789,209	1,816,359	(1.49)
Long-Term Liabilities	16,189,852	26,233,698	(38.29)
Total Liabilities	17,979,061	28,050,057	(35.90)
 Total Deferred Inflows of Resources	 9,519,984	 3,866,473	 146.22
Net Position:			
Net Investment in Capital Assets	1,316,134	1,032,743	27.44
Restricted	665,766	575,426	15.70
Unrestricted	(2,640,107)	(4,905,019)	(46.18)
Total Net Position	\$ (658,207)	\$ (3,296,850)	(80.04)

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE (CONTINUED)

Changes in Net Position

The District's total revenues were \$10,987,493 for the year ended June 30, 2019. Property taxes and state formula aid accounted for 74% of total revenue for the year (see Figure A-2.) One percent came from other general revenues combined with investment earnings and the remaining 25% came from program revenues.

**Table A-2
Change in Net Position**

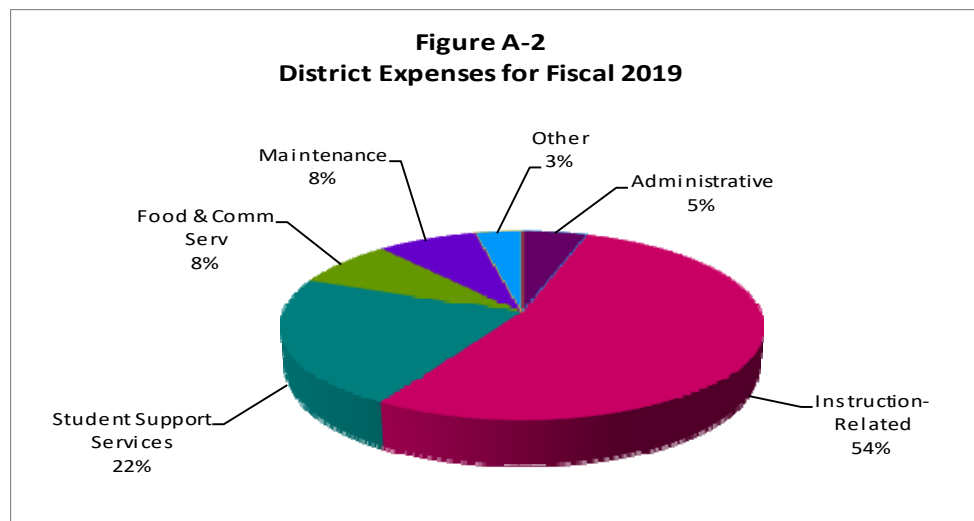
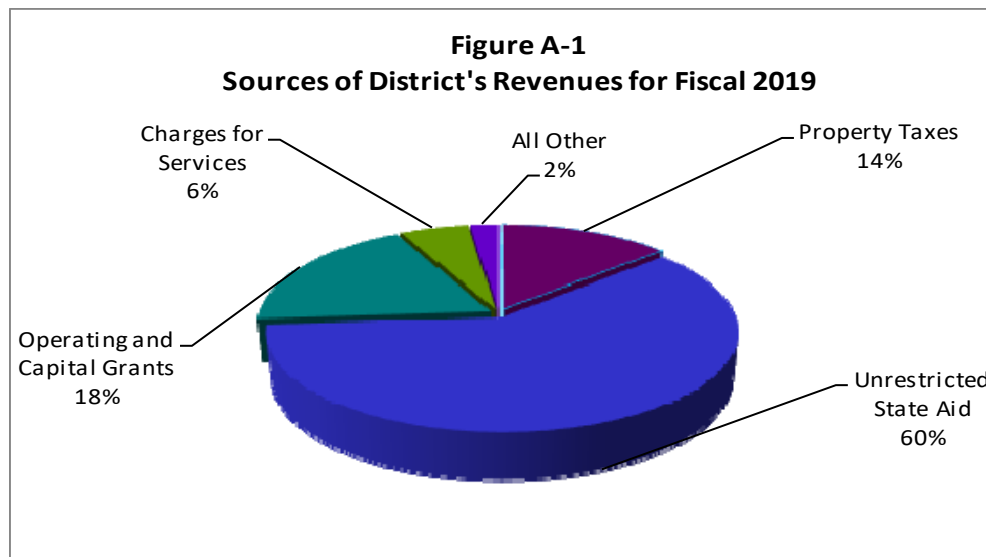
	Governmental Activities for the Fiscal Year Ended June 30,		Percentage Change
	2019	2018	
Revenues			
<u>Program Revenues</u>			
Charges for Services	\$ 606,377	\$ 589,296	2.90 %
Operating Grants and Contributions	1,861,997	1,941,138	(4.08)
Capital Grants and Contributions	159,215	158,895	0.20
<u>General Revenues</u>			
Property Taxes	1,500,068	1,628,588	(7.89)
Unrestricted State Aid	6,617,798	6,359,266	4.07
Investment Earnings	83,800	23,930	250.19
Other	158,238	66,924	136.44
Total Revenues	10,987,493	10,768,037	2.04
Expenses			
Administration	421,494	736,756	(42.79)
District Support Services	436,607	394,870	10.57
Regular Instruction	3,486,865	6,075,903	(42.61)
Vocational Education Instruction	160,521	315,893	(49.19)
Special Education Instruction	829,080	1,339,279	(38.10)
Instructional Support Services	600,712	577,415	4.03
Pupil Support Services	811,794	780,594	4.00
Sites and Buildings	643,358	681,412	(5.58)
Fiscal and Other Fixed Cost Programs	23,866	27,354	(12.75)
Food Service	465,103	487,199	(4.54)
Community Service	191,767	260,315	(26.33)
Interest and Fiscal Charges on Long-Term Liabilities	277,683	288,976	(3.91)
Total Expenses	8,348,850	11,965,966	(30.23)
Change in Net Position	2,638,643	(1,197,929)	
Beginning Net Position	(3,296,850)	(2,098,921)	
Ending Net Position	\$ (658,207)	\$ (3,296,850)	

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE (CONTINUED)

The total cost of all programs and services was \$8,348,850. Total revenues surpassed expenses, increasing net position \$2,638,643 compared to last year.

- Some of the cost was paid by the users of the District's programs (\$606,377).
- The federal and state governments subsidized certain programs with grants and contributions (\$2,021,212).
- Most of the District's costs (\$8,117,866), however, were paid for by District taxpayers and the taxpayers of our state.
- This portion of governmental activities was paid for with \$1,500,068 in property taxes, \$6,617,798 of state aid based on the statewide education aid formula, and with investment earnings and other general revenues totaling \$242,038.



**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE (CONTINUED)

Typically the District does not include in an analysis of all governmental funds a breakout of expenditures as depicted in Figure A-2. To do so distorts the latitude available to the District to allocate resources to instruction. All governmental funds include not only funds received for the general operation of the district, which are used for classroom instruction, but also include resources from the entrepreneurial-type funds of Food Service and Community Education, and from resources for fiscal service transactions. Funding for the general operation of the District is controlled by the state and the District does not have the latitude to allocate money received in Food Service or Community Education or for fiscal services to enhance classroom instruction resources. The District cannot take funds from these restricted areas and use the funds to hire teachers to enhance instruction. The above graph, by pooling all expenditures, implies that the District does have equal access to all funds to impact classroom instruction. In Minnesota, that is simply not an option.

**Table A-3
Program Expenses and Net Cost of Services**

	Total Cost of Services		Percentage Change	Net Cost of Services		Percentage Change
	2019	2018		2019	2018	
Administration	\$ 421,494	\$ 736,756	(42.79)%	\$ 442,567	\$ 734,745	(39.77)%
District Support Services	436,607	394,870	10.57	364,814	326,159	11.85
Regular Instruction	3,486,865	6,075,903	(42.61)	2,721,931	5,127,801	(46.92)
Vocational Education Instruction	160,521	315,893	(49.19)	140,758	285,635	(50.72)
Special Education Instruction	829,080	1,339,279	(38.10)	(48,014)	568,912	(108.44)
Instructional Support Services	600,712	577,415	4.03	488,175	507,707	(3.85)
Pupil Support Services	811,794	780,594	4.00	816,737	777,355	5.07
Sites and Buildings	643,358	681,412	(5.58)	498,059	579,184	(14.01)
Fiscal and Other Fixed Cost Programs	23,866	27,354	(12.75)	23,866	27,354	(12.75)
Food Service	465,103	487,199	(4.54)	(12,302)	(34,973)	(64.82)
Community Service	191,767	260,315	(26.33)	6,987	87,782	(92.04)
Interest and Fiscal Charges on Long-Term Liabilities	277,683	288,976	(3.91)	277,683	288,976	(3.91)
	<u>\$ 8,348,850</u>	<u>\$ 11,965,966</u>	(30.23)	<u>\$ 5,721,261</u>	<u>\$ 9,276,637</u>	(38.33)

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed the year, its governmental funds reported a *combined* fund balance of \$5,511,221, which includes Debt Service. Total fund balance excluding Debt Service, amounted to \$5,301,142, an increase of \$583,136 from last year.

GENERAL FUND

The General Fund includes the primary operations of the District in providing educational services to students from kindergarten through grade 12 including pupil transportation activities and capital outlay projects.

Approximately 87% of General Fund operational revenue is controlled by a complex set of state funding formulas resulting in the local school board having no meaningful authority to determine the level of resources. This includes special education state aid that is based upon a cost reimbursement model providing approximately 68% of personnel expenditures. Other state formulas then determine what portion of the revenue will be provided by property taxes and what portion will come from state aid.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

GENERAL FUND (CONTINUED)

Enrollment

Enrollment is a critical factor in determining revenue with approximately 87% of General Fund revenue being determined by enrollment. The following chart shows that the number of students has increased over the last five years.

**Table A-4
Five-Year Enrollment Trend
Average Daily Membership (ADM)**

Grade	2015	2016	2017	2018	2019
Pre-Kdgt. & Kdgt.	65	74	71	72	77
1 - 3	195	194	206	208	201
4 - 6	221	229	217	204	201
7 - 12	368	386	398	414	406
Total K-12 ADM	849	883	892	898	885
ADM Change	(4)	34	9	6	(13)
Percent Change	-0.5%	4.0%	1.0%	0.7%	-1.4%

Over the last five years the District has experienced flat enrollment with an increase in average daily membership by 36 students or 4.1%. It is anticipated that enrollment will remain stable. Limited space and internal open enrollments caps will restrict future growth from open enrollment. The District has encouraged parents to elect Medford Public School as the option of choice.

The following schedule presents a summary of General Fund Revenues.

**Table A-5
General Fund Revenues**

	Year Ended		Change	
	June 30, 2019	June 30, 2018	Increase (Decrease)	Percent Change
Local Sources:				
Property Taxes	\$ 677,264	\$ 669,352	\$ 7,912	1.2 %
Earnings on Investments	75,837	17,458	58,379	334.4
Other	291,157	285,698	5,459	1.9
State Sources	8,112,640	7,840,561	272,079	3.5
Federal Sources	211,034	237,730	(26,696)	(11.2)
Total General Fund Revenue	<u>\$ 9,367,932</u>	<u>\$ 9,050,799</u>	<u>\$ 317,133</u>	3.5

Total General Fund Revenue increased by \$317,133 or 3.5% from the previous year. Basic general education revenue is determined by multiple state formulas, largely enrollment driven, and consists of an equalized mix of property tax and state aid revenue. Other state-authorized revenue including operating levy referendum and the property tax shift also involve an equalized mix of property tax and state aid revenue. Therefore, the mix of property tax and state aid can change significantly from year to year without any net change on total revenue.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

GENERAL FUND (CONTINUED)

The following schedule presents a summary of General Fund Expenditures.

**Table A-6
General Fund Expenditures**

	Year Ended		Amount of	Percent
	June 30, 2019	June 30, 2018	Increase (Decrease)	Increase (Decrease)
Salaries	\$ 4,887,924	\$ 4,591,129	\$ 296,795	6.46 %
Employee Benefits	1,601,111	1,565,334	35,777	2.29
Purchased Services	1,844,011	1,592,127	251,884	15.82
Supplies and Materials	369,627	405,606	(35,979)	(8.87)
Capital Expenditures	185,745	592,865	(407,120)	(68.67)
Other Expenditures	56,742	54,142	2,600	4.80
Total Expenditures	<u>\$ 8,945,160</u>	<u>\$ 8,801,203</u>	<u>\$ 143,957</u>	1.64

Total General Fund Expenditures increased \$143,957 or 1.64% from the previous year. This increase is primarily attributed to the increase in salaries.

In 2018-19, General Fund revenues and other financing sources were greater than expenditures by \$558,768. The total fund balance increased to \$4,972,068 at June 30, 2019, after other financing sources of \$135,996. After deducting statutory restrictions, the unassigned fund balance increased from \$3,217,873 at June 30, 2018 to \$3,723,701 at June 30, 2019.

Unassigned fund balance is the single best measure of overall financial health. The unassigned fund balance of \$3,723,701 at June 30, 2019, represents 42% of annual expenditures. The District has had a Board approved fund balance policy in place since 1999 requiring a minimum 25% of the yearly total expenditures be maintained.

General Fund Budgetary Highlights

Following approval of the budget prior to the beginning of the fiscal year, the District revises the annual operating budget in mid-year. These budget amendments fall into two categories:

- Implementing budgets for specially funded projects, which include both federal and state grants and reinstating unexpended funds being carried over, and budgeting for clearing.
- Legislation passed subsequent to budget adoption, changes necessitated by collective bargaining agreements, and increases in appropriations for significant unbudgeted costs.

Actual revenues were \$494,294 more than expected. The actual expenditures were \$482,196 below budget. While the District's final budget for the general fund anticipated that expenditures would exceed revenues by \$573,718, the actual results for the year show revenues exceeded expenditures by \$558,768.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

DEBT SERVICE FUND

The Debt Service Fund revenues and other financing sources were more than expenditures by \$2,889. The remaining fund balance of \$210,079 at June 30, 2019 is available for meeting future debt service obligations.

OTHER MAJOR FUNDS

Revenues exceeded expenditures in the Food Service Fund by \$19,753. The Community Service Fund revenues and other financing sources were greater than expenditures by \$4,615.

From the standpoint of maintaining current operating expenditures within the range of annual revenue, and maintaining a sound fund balance, these funds will be monitored.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

By the end of 2019, the District had invested slightly more than \$19.7 million in a broad range of capital assets, including school buildings, athletic facilities, computer and audio-visual equipment, and administrative offices (see Table A-7.) (More detailed information about capital assets can be found in Note 3 to the financial statements.) Total depreciation expense for the year was \$563,069.

**Table A-7
The District's Capital Assets**

	2019	2018	Percentage Change
Land	\$ 434,823	\$ 459,823	(5.4)%
Land Improvements	2,212,710	2,212,710	-
Buildings and Improvements	16,261,504	16,162,654	-
Equipment	803,621	797,412	0.8
Less: Accumulated Depreciation	(7,162,881)	(6,599,812)	8.5
Total	<u>\$ 12,549,777</u>	<u>\$ 13,032,787</u>	(3.7)

Long-Term Liabilities

At year-end, the District had \$10,935,000 in general obligation bonds outstanding. The District also had severance payable of \$158,398 at June 30, 2019, an increase of \$20,916 since June 30, 2018.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2019**

CAPITAL ASSET AND DEBT ADMINISTRATION (CONTINUED)

**Table A-8
The District's Long-Term Liabilities**

	2019	2018	Percentage Change
General Obligation Bonds	\$ 10,935,000	\$ 11,675,000	(6.3)%
Net Bond Premium and Discount	298,643	325,044	(8.1)
Severance Benefits Payable	158,398	137,482	15.2
Total Long-Term Liabilities	<u>\$ 11,392,041</u>	<u>\$ 12,137,526</u>	(6.1)
Long-Term Liabilities:			
Due Within One Year	\$ 791,401	\$ 766,401	
Due in More Than One Year	10,600,640	11,371,125	
Total	<u>\$ 11,392,041</u>	<u>\$ 12,137,526</u>	

FACTORS BEARING ON THE DISTRICT'S FUTURE

Recent experience demonstrates that legislated revenue increases have not been sufficient to meet instructional program needs and increased costs due to inflation. The future revenues of the District and other Minnesota districts will depend heavily on the future actions of the legislature. Stabilizing enrollment growth will limit revenue increases in the near future.

The District will strive to maintain its long-standing commitment to academic excellence and educational opportunity for students within a framework of financial fiduciary responsibility.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Business Office, Independent School District No. 763, 750 Second Avenue S.E., Medford, MN 55049.

BASIC FINANCIAL STATEMENTS

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF NET POSITION
JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION AS OF JUNE 30, 2018)**

	Governmental Activities	
	2019	2018
ASSETS		
Cash and Investments	\$ 6,125,467	\$ 5,446,524
Receivables:		
Property Taxes	999,322	966,407
Other Governments	878,409	934,028
Other	(2)	35,530
Prepaid Items	-	18,756
Inventory	1,853	2,968
Capital Assets:		
Land and Construction in Progress	434,823	459,823
Other Capital Assets, Net of Depreciation	12,114,954	12,572,964
Total Assets	20,554,826	20,437,000
DEFERRED OUTFLOWS OF RESOURCES		
Pension Related	6,223,605	8,123,830
Other Postemployment Benefits Related	62,407	58,850
Total Deferred Outflows of Resources	6,286,012	8,182,680
LIABILITIES		
Salaries and Payroll Deduction Payable	758,758	717,949
Accounts and Contracts Payable	87,316	130,823
Accrued Interest	121,178	127,072
Due to Other Governmental Units	25,677	22,099
Unearned Revenue	4,879	52,015
Long-Term Liabilities:		
Portion Due Within One Year	791,401	766,401
Portion Due in More Than One Year	10,600,640	11,371,125
Net Pension Liability	4,988,302	14,286,604
Other Postemployment Benefits Liability	600,910	575,969
Total Liabilities	17,979,061	28,050,057
DEFERRED INFLOWS OF RESOURCES		
Property Taxes Levied for Subsequent Year	1,580,981	1,515,644
Pension Related	7,939,003	2,350,829
Total Deferred Inflows of Resources	9,519,984	3,866,473
NET POSITION		
Net Investment in Capital Assets	1,316,134	1,032,743
Restricted for:		
Operating Capital Purposes	11,731	10,488
State-Mandated Reserves	210,384	148,183
Food Service	220,875	201,122
Community Service	109,141	104,772
Debt Service	113,635	110,861
Unrestricted	(2,640,107)	(4,905,019)
Total Net Position	\$ (658,207)	\$ (3,296,850)

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

2019			
Functions	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
Governmental Activities			
Administration	\$ 421,494	\$ -	\$ (21,073)
District Support Services	436,607	68,527	906
Regular Instruction	3,486,865	83,564	662,732
Vocational Education Instruction	160,521	-	19,763
Special Education Instruction	829,080	66,554	810,540
Instructional Support Services	600,712	22,157	(7,464)
Pupil Support Services	811,794	-	(4,943)
Sites and Buildings	643,358	1,403	103,523
Fiscal and Other Fixed Cost Programs	23,866	-	-
Food Service	465,103	244,123	233,282
Community Service	191,767	120,049	64,731
Interest and Fiscal Charges on Long-Term Liabilities	277,683	-	-
Total School District	<u>\$ 8,348,850</u>	<u>\$ 606,377</u>	<u>\$ 1,861,997</u>

General Revenues

Property Taxes Levied for:
 General Purposes
 Community Service
 Debt Service
 State Aid Not Restricted to Specific Purposes
 Earnings on Investments
 Miscellaneous
 Gain on Sale of Capital Assets
 Total General Revenues

Change in Net Position

Net Position - Beginning
 Net Position - Ending

See accompanying Notes to Financial Statements.

	2019	2018
	Net (Expense) Revenue and Change in Net Position	Net (Expense) Revenue and Change in Net Position
Capital Grants and Contributions	Total Governmental Activities	Total Governmental Activities
\$ -	\$ (442,567)	\$ (734,745)
2,360	(364,814)	(326,159)
18,638	(2,721,931)	(5,127,801)
-	(140,758)	(285,635)
-	48,014	(568,912)
97,844	(488,175)	(507,707)
-	(816,737)	(777,355)
40,373	(498,059)	(579,184)
-	(23,866)	(27,354)
-	12,302	34,973
-	(6,987)	(87,782)
-	(277,683)	(288,976)
<u>\$ 159,215</u>	<u>(5,721,261)</u>	<u>(9,276,637)</u>

679,249	668,028
36,468	35,571
784,351	924,989
6,617,798	6,359,266
83,800	23,930
47,242	66,924
110,996	-
<u>8,359,904</u>	<u>8,078,708</u>
2,638,643	(1,197,929)
(3,296,850)	(2,098,921)
<u>\$ (658,207)</u>	<u>\$ (3,296,850)</u>

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2019**

(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)

			Major
	General	Food Service	Community Service
ASSETS			
Cash and Investments	\$ 5,201,686	\$ 225,141	\$ 129,582
Receivables:			
Current Property Taxes	351,218	-	18,901
Delinquent Property Taxes	13,886	-	1,124
Due from Other Minnesota School Districts	41,686	-	-
Due from Minnesota Department of Education	723,273	-	7,006
Due from Federal through Minnesota Department of Education	80,514	-	-
Other Receivables	(2)	-	-
Prepays	-	-	-
Inventory	-	1,853	-
Total Assets	<u>\$ 6,412,261</u>	<u>\$ 226,994</u>	<u>\$ 156,613</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE			
Liabilities:			
Salaries and Payroll Deductions Payable	\$ 748,176	\$ -	10,582
Accounts and Contracts Payable	85,303	1,485	528
Due to Other Governmental Units	25,677	-	-
Unearned Revenue	-	4,634	245
Total Liabilities	<u>859,156</u>	<u>6,119</u>	<u>11,355</u>
Deferred Inflows of Resources:			
Property Taxes Levied for Subsequent Year	570,496	-	36,117
Unavailable Revenue - Delinquent Property Taxes	10,541	-	942
Total Deferred Inflows of Resources	<u>581,037</u>	<u>-</u>	<u>37,059</u>
Fund Balance:			
Nonspendable:			
Inventory	-	1,853	-
Prepays	-	-	-
Restricted for:			
Staff Development	1	-	-
Learning and Development	1	-	-
Gifted and Talented	44,504	-	-
Basic Skills Programs	2	-	-
Operating Capital	11,731	-	-
Disabled Accessibility	317	-	-
Safe Schools Levy	1	-	-
Basic Skills Extended Time	7,191	-	-
LTFM	90,134	-	-
Medical Assistance	68,233	-	-
Community Education Programs	-	-	19,853
Early Childhood and Family Education Programs	-	-	87,173
School Readiness	-	-	2,244
Other Purposes	-	219,022	-
Assigned for:			
Severance	99,252	-	-
Other Postemployment Benefits	500,000	-	-
Technology	427,000	-	-
Unassigned	3,723,701	-	(1,071)
Total Fund Balance	<u>4,972,068</u>	<u>220,875</u>	<u>108,199</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	<u>\$ 6,412,261</u>	<u>\$ 226,994</u>	<u>\$ 156,613</u>

See accompanying Notes to Financial Statements.

Funds	Total Governmental	
	Funds	
Debt Service	2019	2018
\$ 569,058	\$ 6,125,467	\$ 5,446,524
585,472	955,591	919,773
28,721	43,731	46,634
-	41,686	41,686
25,930	756,209	815,061
-	80,514	77,281
-	(2)	35,530
-	-	18,756
-	1,853	2,968
<u>\$ 1,209,181</u>	<u>\$ 8,005,049</u>	<u>\$ 7,404,213</u>
\$ -	\$ 758,758	\$ 717,949
-	87,316	130,823
-	25,677	22,099
-	4,879	52,015
<u>-</u>	<u>876,630</u>	<u>922,886</u>
974,368	1,580,981	1,515,644
24,734	36,217	40,487
<u>999,102</u>	<u>1,617,198</u>	<u>1,556,131</u>
-	1,853	2,968
-	-	18,756
-	1	1
-	1	1
-	44,504	39,005
-	2	2
-	11,731	10,488
-	317	317
-	1	-
-	7,191	5,172
-	90,134	66,161
-	68,233	37,524
-	19,853	20,291
-	87,173	85,049
-	2,244	-
210,079	429,101	403,220
-	99,252	99,252
-	500,000	500,000
-	427,000	427,000
-	3,722,630	3,209,989
<u>210,079</u>	<u>5,511,221</u>	<u>4,925,196</u>
<u>\$ 1,209,181</u>	<u>\$ 8,005,049</u>	<u>\$ 7,404,213</u>

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

	2019	2018
Total Fund Balance for Governmental Funds	\$ 5,511,221	\$ 4,925,196
Total net position reported for governmental activities in the Statement of Net Position is different because:		
Capital assets used in governmental funds are not financial resources and, therefore, are not reported in the funds. Those assets consist of:		
Land	434,823	459,823
Land Improvements, Net of Accumulated Depreciation	553,110	663,745
Buildings and Improvements, Net of Accumulated Depreciation	11,367,709	11,686,020
Equipment, Net of Accumulated Depreciation	194,135	223,199
Some of the District's property taxes will be collected after year-end, but are not available soon enough to pay for the current period's expenditures and, therefore, are reported as unearned revenue in the funds.		
	36,217	40,487
Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.		
	(121,178)	(127,072)
The District's Net Pension Liability and related Deferred Outflows and Inflows of Resources are recorded only on the Statement of Net Position. Balances at year-end are:		
Net Pension Liability	(4,988,302)	(14,286,604)
Deferred Outflows of Resources - Pension Related	6,223,605	8,123,830
Deferred Inflows of Resources - Pension Related	(7,939,003)	(2,350,829)
The District's Other Postemployment Benefits Liability and related Deferred Outflows and Inflows of Resources are recorded only on the Statement of Net Position. Balances at year-end are:		
Other Postemployment Benefits Liability	(600,910)	(575,969)
Deferred Outflows of Resources - Other Postemployment Benefits Related	62,407	58,850
Long-term liabilities that pertain to governmental funds, including bonds payable, are not due and payable in the current period and, therefore, are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the Statement of Net Position. Balances at year-end are:		
Bonds Payable	(10,935,000)	(11,675,000)
Unamortized Premiums	(298,643)	(325,044)
Severance Benefits Payable	(158,398)	(137,482)
Total Net Position of Governmental Activities	\$ (658,207)	\$ (3,296,850)

See accompanying Notes to Financial Statements.

MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)

			Major
	General	Food Service	Community Service
REVENUES			
Local Sources:			
Property Taxes	\$ 677,264	\$ -	\$ 36,714
Earnings and Investments	75,837	3,154	1,875
Other	291,157	246,294	129,692
State Sources	8,112,640	22,462	59,818
Federal Sources	211,034	210,820	-
Total Revenues	<u>9,367,932</u>	<u>482,730</u>	<u>228,099</u>
EXPENDITURES			
Current:			
Administration	579,457	-	-
District Support Services	423,838	-	-
Elementary and Secondary Regular Instruction	4,295,022	-	-
Vocational Education Instruction	249,608	-	-
Special Education Instruction	1,110,647	-	-
Instructional Support Services	520,633	-	-
Pupil Support Services	863,871	-	-
Sites and Buildings	692,473	-	-
Fiscal and Other Fixed Cost Programs	23,866	-	-
Food Service	-	454,030	-
Community Service	-	-	223,269
Capital Outlay	185,745	8,947	215
Debt Service:			
Principal	-	-	-
Interest and Fiscal Charges	-	-	-
Total Expenditures	<u>8,945,160</u>	<u>462,977</u>	<u>223,484</u>
Excess (Deficiency) of Revenues			
Over (Under) Expenditures	422,772	19,753	4,615
OTHER FINANCING SOURCES (USES)			
Sale of Real Property	135,996	-	-
Insurance Recovery	-	-	-
Transfers In	-	-	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses)	<u>135,996</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	558,768	19,753	4,615
Fund Balance - Beginning	4,413,300	201,122	103,584
Fund Balances - Ending	<u>\$ 4,972,068</u>	<u>\$ 220,875</u>	<u>\$ 108,199</u>

See accompanying Notes to Financial Statements.

Funds	Total Governmental	
	Funds	
Debt Service	2019	2018
\$ 790,360	\$ 1,504,338	\$ 1,622,655
2,934	83,800	23,930
-	667,143	676,710
259,573	8,454,493	7,958,030
-	421,854	475,293
1,052,867	11,131,628	10,756,618
-	579,457	565,253
-	423,838	345,701
-	4,295,022	4,185,658
-	249,608	225,099
-	1,110,647	1,058,985
-	520,633	417,024
-	863,871	724,153
-	692,473	659,111
-	23,866	27,354
-	454,030	480,725
-	223,269	223,071
-	194,907	703,021
740,000	740,000	645,000
309,978	309,978	327,072
1,049,978	10,681,599	10,587,227
2,889	450,029	169,391
-	135,996	-
-	-	4,245
-	-	31,120
-	-	(31,120)
-	135,996	4,245
2,889	586,025	173,636
207,190	4,925,196	4,751,560
\$ 210,079	\$ 5,511,221	\$ 4,925,196

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

	2019	2018
Net Change in Fund Balances - Total Governmental Funds	\$ 586,025	\$ 173,636
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, assets with an initial, individual cost of more than \$5,000 are capitalized and the cost is allocated over their estimated useful lives and reported as depreciation expense.		
Capital Outlays	105,059	595,480
Gain (Loss) on Disposal of Capital Assets	110,996	-
Proceeds from the Sales of Capital Assets	(135,996)	-
Depreciation Expense	(563,069)	(496,637)
The governmental funds report bond proceeds as financing sources, while repayment of bond principal is reported as an expenditure. In the Statement of Net Position, however, issuing debt increases long-term liabilities and does not affect the Statement of Activities and repayment of principal reduces the liability. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. Interest is recognized as an expenditure in the governmental funds when it is due. In the Statement of Activities, however, interest expense is recognized as it accrues, regardless of when it is due. The net effect of these differences in the treatment of general obligation bonds and related items is as follows:		
Repayment of General Obligation Bond Principal	740,000	645,000
Change in Accrued Interest Expense - General Obligation Bonds	5,894	11,695
Amortization of Bond Premium	26,401	26,401
Delinquent property taxes receivable will be collected this year, but are not available soon enough to pay for the current period's expenditures and, therefore, are unavailable in the governmental funds.	(4,270)	5,933
Pension expenditures in the governmental funds are measured by current year employee contributions. Pension expenses in the Statement of Activities are measured by the change in Net Pension Liability and the related Deferred Outflows and Inflows of Resources.	1,809,903	(2,099,220)
Other Postemployment Benefits expenditures in the governmental funds are measured by current year employer contributions. Other Postemployment Benefits expenses on the Statement of Activities are measured by the change in the net Other Postemployment Benefits Liability and the related Deferred Inflows and Outflows of Resources.	(21,384)	(22,505)
In the Statement of Activities, certain operating expenses - Severance Benefits Payable - are measured by amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid).	(20,916)	(37,712)
Change in Net Position of Governmental Activities	\$ 2,638,643	\$ (1,197,929)

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2019**

	Budgeted Amounts		Actual	Over (Under)
	Original	Final	Amounts	Final Budget
REVENUES				
Local Sources:				
Property Taxes	\$ 649,623	\$ 649,623	\$ 677,264	\$ 27,641
Earnings and Investments	15,060	15,060	75,837	60,777
Other	249,650	251,850	291,157	39,307
State Sources	7,733,644	7,733,644	8,112,640	378,996
Federal Sources	223,461	223,461	211,034	(12,427)
Total Revenues	8,871,438	8,873,638	9,367,932	494,294
EXPENDITURES				
Current:				
Administration	601,860	613,226	579,457	(33,769)
District Support Services	450,985	457,688	423,838	(33,850)
Elementary and Secondary Regular Instruction	4,370,281	4,448,650	4,295,022	(153,628)
Vocational Education Instruction	237,146	242,304	249,608	7,304
Special Education Instruction	1,080,106	1,185,215	1,110,647	(74,568)
Instructional Support Services	593,249	592,931	520,633	(72,298)
Pupil Support Services	818,338	817,225	863,871	46,646
Sites and Buildings	715,300	720,875	692,473	(28,402)
Fiscal and Other Fixed Cost Programs	28,000	28,000	23,866	(4,134)
Capital Outlay	298,779	321,242	185,745	(135,497)
Total Expenditures	9,194,044	9,427,356	8,945,160	(482,196)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(322,606)	(553,718)	422,772	976,490
OTHER FINANCING SOURCES (USES)				
Sale of Real Property	-	-	135,996	135,996
Transfers Out	(20,000)	(20,000)	-	20,000
Total Other Financing Sources (Uses)	(20,000)	(20,000)	135,996	155,996
NET CHANGES IN FUND BALANCE	<u>\$ (342,606)</u>	<u>\$ (573,718)</u>	558,768	<u>\$ 1,132,486</u>
FUND BALANCE				
Beginning of Year			4,413,300	
End of Year			<u>\$ 4,972,068</u>	

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
FOOD SERVICE FUND
YEAR ENDED JUNE 30, 2019**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Over (Under)</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
REVENUES				
Local Sources:				
Earnings and Investments	\$ 500	\$ 500	\$ 3,154	\$ 2,654
Other - Primarily Meal Sales	254,500	254,500	246,294	(8,206)
State Sources	29,000	29,000	22,462	(6,538)
Federal Sources	246,100	246,100	210,820	(35,280)
Total Revenues	<u>530,100</u>	<u>530,100</u>	<u>482,730</u>	<u>(47,370)</u>
EXPENDITURES				
Current:				
Food Service	535,050	534,700	454,030	(80,670)
Capital Outlay	<u>1,200</u>	<u>1,200</u>	<u>8,947</u>	<u>7,747</u>
Total Expenditures	<u>536,250</u>	<u>535,900</u>	<u>462,977</u>	<u>(72,923)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (6,150)</u>	<u>\$ (5,800)</u>	19,753	<u>\$ 25,553</u>
FUND BALANCE				
Beginning of Year			<u>201,122</u>	
End of Year			<u>\$ 220,875</u>	

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
COMMUNITY SERVICE FUND
YEAR ENDED JUNE 30, 2019**

	Budgeted Amounts		Actual	Over (Under)
	Original	Final	Amounts	Final Budget
REVENUES				
Local Sources:				
Property Taxes	\$ 37,329	\$ 37,329	\$ 36,714	\$ (615)
Earnings and Investments	350	350	1,875	1,525
Other - Primarily Tuition and Fees	125,385	125,385	129,692	4,307
State Sources	44,077	44,077	59,818	15,741
Total Revenues	207,141	207,141	228,099	20,958
EXPENDITURES				
Current:				
Community Service	250,738	251,533	223,269	(28,264)
Capital Outlay	300	300	215	(85)
Total Expenditures	251,038	251,833	223,484	(28,349)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(43,897)	(44,692)	4,615	49,307
OTHER FINANCING SOURCES				
Transfers In	20,000	-	-	-
NET CHANGES IN FUND BALANCE	<u>\$ (23,897)</u>	<u>\$ (44,692)</u>	4,615	<u>\$ 49,307</u>
FUND BALANCE				
Beginning of Year			103,584	
End of Year			<u>\$ 108,199</u>	

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF FIDUCIARY FUND NET POSITION
JUNE 30, 2019**

	Private-Purpose Trust
ASSETS	
Cash and Investments	\$ 90,750
NET POSITION	
Held In Trust for Scholarships	\$ 90,750

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF CHANGES IN FIDUCIARY FUND NET POSITION
YEAR ENDED JUNE 30, 2019**

	Private-Purpose Trust
ADDITIONS	
Gifts and Donations	\$ 19,515
Earnings on Investments	1,242
Total Additions	20,757
DEDUCTIONS	
Scholarships Awarded	14,400
Change in Net Position	6,357
Net Position - Beginning of Year	84,393
Net Position - End of Year	\$ 90,750

See accompanying Notes to Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

The financial statements of Independent School District No. 763 have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The GASB pronouncements are recognized as accounting principles generally accepted in the United States of America for state and local governments.

B. Financial Reporting Entity

Independent School District No. 763 (the District) is an instrumentality of the State of Minnesota established to function as an education institution. The elected School Board (Board) is responsible for legislative and fiscal control of the District. A Superintendent is appointed by the Board and is responsible for administrative control of the District.

Accounting Principles Generally Accepted in the United States of America (GAAP) require that the District's financial statements include all funds, departments, agencies, boards, commissions, and other organizations which are not legally separate from the District. In addition, the District's financial statements are to include all component units – entities for which the District is financially accountable.

Financial accountability includes such aspects as appointing a voting majority of the organization's governing body, significantly influencing the programs, projects, activities or level of services performed or provided by the organization or receiving specific financial benefits from, or imposing specific financial burden on, the organization. These financial statements include all funds and account groups of the District. There are no other entities for which the District is financially accountable.

Student activities are determined primarily by student participants under the guidance of an adult and are generally conducted outside of school hours. The School Board does have a fiduciary responsibility in establishing broad policies and ensuring that appropriate financial records are maintained for student activities. In accordance with Minnesota Statutes, the District's School Board has not elected to control or exercise oversight responsibility with respect to the underlying student activities. Accordingly, the student activity accounts are not included in these financial statements.

C. Basic Financial Statement Presentation

The District-Wide Financial Statements (i.e., the statement of net position and the statement of activities) display information about the reporting government as a whole. These statements include all the financial activities of the District, except for the Fiduciary Fund. The Fiduciary Fund is only reported in the statement of fiduciary fund net position at the Fund Financial Statement level.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basic Financial Statement Presentation (Continued)

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

The District applies restricted resources first when an expense is incurred for a purpose for which both restricted and unrestricted net position is available. Depreciation expenses that can be specifically identified by function are included in the direct expenses of each function. Interest on long-term debt is considered an indirect expense and is reported separately on the statement of activities. Generally, the effect of material interfund activity has been removed from the District-Wide Financial Statements.

Separate Fund financial statements are provided for Governmental and Fiduciary Funds. Major individual Governmental Funds are reported as separate columns in the Fund Financial Statements. Fiduciary Funds are presented in the Fiduciary Fund Financial Statements by type; private-purpose trust. Since by definition, Fiduciary Fund assets are being held for the benefit of a third-party and cannot be used for activities or obligations of the District, these funds are excluded from the District-Wide Financial Statements.

D. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied is determined by its measurement focus and basis of accounting. The Government-Wide Financial Statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the Fiduciary Fund Financial Statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are generally recognized as revenues in the fiscal year for which they are levied, except for amounts advance recognized in accordance with a statutory "tax shift" described later in these notes. Grants and similar items are recognized when all eligibility requirements imposed by the provider have been met.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Measurement Focus and Basis of Accounting (Continued)

Governmental Fund Financial Statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this basis of accounting, transactions are recorded in the following manner:

1. Revenue Recognition – Revenue is recognized when it becomes measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Property tax revenue is generally considered available if collected within 60 days after year-end. State revenue is recognized in the year to which it applies according to Minnesota Statutes and accounting principles generally accepted in the United States of America. Minnesota Statutes include state aid funding formulas for specific fiscal years. Federal revenue is recorded in the year in which the related expenditure is made. Food service sales, community education tuition, and other miscellaneous revenue (except investment earnings) are recorded as revenue when received because they are generally not measurable until then. Investment earnings are recorded when earned because they are measurable and available. A six-month availability period is generally used for other fund revenue.
2. Recording of Expenditures – Expenditures are generally recorded when a liability is incurred. However, expenditures are recorded as prepaid for approved disbursements or liabilities incurred in advance of the year in which the item is to be used. Principal and interest on long-term debt issues are recognized on their due dates.

Description of Funds

The existence of the various District funds has been established by the State of Minnesota, Department of Education. The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. A description of each fund included in this report is as follows:

Major Governmental Funds

General Fund – The General Fund is used to account for all financial resources except those accounted for in another fund. It includes the general operations and pupil transportation activities of the District, as well as the capital related activities such as maintenance of facilities, equipment purchases, health and safety projects, and disabled accessibility projects.

Food Service Special Revenue Fund – The Food Service Special Revenue Fund is used to account for food service revenues and expenditures. Revenues for the Food Service Special Revenue Fund are composed of user fees and reimbursements from the federal and state governments. These revenues are restricted for the Food Service Special Revenue Fund.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Measurement Focus and Basis of Accounting (Continued)

Major Governmental Funds (Continued)

Community Service Special Revenue Fund – The Community Service Special Revenue Fund is used to account for services provided to residents in the areas of recreation, civic activities, nonpublic pupils, veterans, adult or early childhood programs, K-6 extended day programs, or other similar services. Revenues for the Community Service Special Revenue Fund are composed of user fees, local levy dollars, state tax credits, and aid for the state government. These revenues are restricted for the Community Service Special Revenue Fund.

Debt Service Fund – The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term obligation bond principal, interest, and related costs.

Fiduciary Funds

Private Purpose Trust Fund – The Private Purpose Trust Fund is used to account for trust arrangements under which the income benefits individuals, private organizations, or other governments. This fund accounts for funds established for various annual scholarships that are awarded to students based on the requirements of the donor.

E. Budgeting

Budgets presented in this report for comparison to actual amounts are presented in accordance with accounting principles generally accepted in the United States of America. Each June, the School Board adopts an annual budget for the following fiscal year for the General, Food Service, Community Service, and Debt Service Funds. The approved budget is published in summary form in the District's legal newspaper by November 30 or within one week of the acceptance of the final audit by the School Board each year. Reported budgeted amounts represent the amended budget as adopted by the School Board. Legal budgetary control is at the fund level.

Procedurally, in establishing the budgetary data reflected in these financial statements, the Superintendent submits to the School Board prior to July 1, a proposed operating budget for the fiscal year commencing July 1. The operating budget includes proposed expenditures and the means to finance them. The budget is legally enacted by School Board action. Revisions to budgeted amounts must be approved by the School Board.

Total fund expenditures in excess of the budget require approval of the School Board. Spending control is established by the amount of expenditures budgeted for the fund, but management control is exercised at line item level.

Budget provisions for the Debt Service Fund are set by state law governing required debt service levels.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Cash and Investments

Cash and investments consist of cash on hand, demand deposit accounts, time/savings accounts and a United States Treasury Senior Note. Cash balances from all funds are combined and invested to the extent available in various securities as authorized by Minnesota Statutes. Earnings from the pooled investments are allocated to the respective funds on the basis of applicable cash balance participation by each fund.

G. Receivables

Represents amounts receivable from individuals, firms, and corporations for goods and services furnished by the District. No substantial losses are anticipated from present receivable balances, therefore, no allowance for uncollectible accounts is deemed necessary. The only receivable not expected to be collected within one year are current property taxes receivable.

H. Inventory

Inventory is recorded using the consumption method of accounting and consist of food and other supplies on hand at June 30, 2019 and surplus commodities received from the federal government. Food and supply purchases are recorded at invoice cost, computed on a first-in, first-out method, and surplus commodities are stated at standardized cost, as determined by the Department of Agriculture.

I. Property Taxes

Property tax levies are established by the School Board in December each year and are certified to the County for collection the following calendar year. In Minnesota, counties act as collection agents for all property taxes and are responsible for spreading all levies over taxable property. Such taxes become a lien on January 1. Taxes are generally due on May 15 and October 15, and counties generally remit taxes to Districts at periodic intervals as they are collected. A portion of property taxes levied is paid through various state tax credits which are included in revenue from state sources in the financial statements.

Generally, tax revenue is recognized in the fiscal year ending June 30, following the calendar year in which the tax levy is collectible, while the current calendar year tax levy is recorded as a deferred inflow of resources (property taxes levied for the subsequent year). The majority of District revenue in the General Fund and Debt Service Fund (and to a lesser extent in the District's Community Service Special Revenue Fund) is determined annually by statutory funding formulas. The total revenue allowed by these formulas is then allocated between taxes and state aids by the Legislature based on education funding priorities. Changes in this allocation are periodically accompanied by a change in property tax revenue recognition referred to as the "tax shift."

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Property Taxes (Continued)

In accordance with state law, the current tax shift consists of an amount equal to 31% of the District's 2000 Pay 2001 operating referendum levy (frozen at \$84,784) for the District. Certain other portions of the District's 2018 Pay 2019 levy, normally revenue for the 2018-2019 fiscal year, are also advance recognized at June 30, 2019, as required by State Statute to match revenue with the same fiscal year as the related expenditures.

Taxes that remain unpaid are classified as delinquent taxes receivable. Revenue from these delinquent property taxes that is not collected within 60 days of year-end is unavailable because it is not known to be available to finance the operations of the District in the current year. No allowance for uncollectible taxes has been provided as such amounts are not expected to be material. Current levies of local taxes, less the amount recognized as revenue in the current period, including portions assumed by the state which will be recognized as revenue in the next fiscal year beginning July 1, 2019, are included in Property Taxes Levied for Subsequent Year to indicate that, while they are current assets, they will not be recognized as revenue until the following year.

J. Capital Assets

Capital assets are capitalized at historical cost, or estimated historical cost for assets where actual historical cost is not available. Donated assets are recorded as capital assets at their acquisition value at the date of donation. The District maintains a threshold level of \$5,000 for capitalizing capital assets. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Capital assets are recorded in the District-Wide Financial Statements, but are not reported in the Fund Financial Statements. Capital assets are depreciated using the straight-line method over their estimated useful lives. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public school purpose by the District, no salvage value is taken into consideration for depreciation purposes. Useful lives vary from 20 to 50 years for land improvements and buildings, and 5 to 15 years for equipment.

Capital assets not being depreciated consist of land and construction in progress.

The District does not possess any material amounts of infrastructure capital assets. Items such as sidewalks and other land improvements are considered to be part of the cost of building or other improvable property.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Long-Term Liabilities

In the Government-Wide Financial Statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities. Bond premiums and discounts are amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as an expense in the period they are incurred.

In the Fund Financial Statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

L. Accrued Employee Benefits

Vacation Pay

Full-time, noncertified employees earn annual vacation pay based on the length of service in the District. The expenditures for vacation pay are recognized when the payment is made. No liability for vacation pay is recorded, as this benefit does not vest to employees.

Severance Benefits Payable

Severance benefits payable consist of convertible sick leave payments.

Sick Leave – All full-time employees are entitled to sick leave pay at various rates. Employees may accrue a maximum total of 100 sick days to be paid upon termination. The employee shall receive \$60 for each unused sick day.

The District budgets for payments of severance benefits for the ensuing year when it anticipates the retirement of personnel eligible for a severance benefit payment. The payment of severance benefits is recorded as a current expenditure in the year of the payment. In 2019, severance payments totaled \$-0-. At June 30, 2019 severance benefits payable totaling \$158,398 is recorded in the financial statements.

Other Postemployment Benefits

Under the terms of certain collectively bargained employment contracts, including the teachers' and administrators' contracts, the District makes no contributions toward the health insurance premiums of retired employees. However, the District has an implicit rate subsidy for OPEB. This amount was actuarially determined, in accordance with GASB Statement No. 75.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. Pension

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and Teachers Retirement Association (TRA) and additions to/deductions from PERA's and TRA's fiduciary net position have been determined on the same basis as they are reported by PERA and TRA. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. Deferred Outflows of Resources

In addition to assets, the financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow or resources (expense) until that time. The District has two items, which relate to pensions and other postemployment benefits.

O. Deferred Inflows of Resources

In addition to liabilities, the financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow or resources (revenue) until that time. The District has three types of items. The first occurs because property tax receivables are recorded in the current year, but the revenue will be recorded in the subsequent year. The second type of deferred inflows of resources occurs because governmental fund revenues are not recognized until available (collected not later than 60 days after the end of the District's year-end) under the modified accrual basis of accounting. The third type, *pension related*, is related to differences in expected and actual economic experience and changes in proportionate share.

P. Unearned Revenue

Unearned revenues are those in which resources are received by the District before it has a legal claim to them. The District has reported unearned revenues for tax increment receipts, prepaid lunch accounts, and preschool registration fees.

Q. Fund Balance

In the Fund Financial Statements, Governmental Funds report nonspendable, restricted, committed, assigned, and unassigned fund balances. Nonspendable portions of fund balance are related to inventory. Restricted funds are constrained by outside parties (statute, grantors, bond agreements, etc.). Committed fund balances are established and modified by a resolution approved by the Board of Education. The District currently doesn't report any committed fund balance. The Board of Education passed a resolution authorizing the Superintendent the ability to assign fund balances and their intended uses. Unassigned fund balances are considered the remaining amounts.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Q. Fund Balance (Continued)

In accordance with the District's fund balance policy, when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; it is the District's policy to use restricted first, then unrestricted fund balance. When an expenditure is incurred for purposes for which committed, assigned and unassigned fund balance is available, it is the District's policy to use committed first, then assigned and finally unassigned fund balance.

The District has a minimum fund balance policy, which identifies a minimum Unassigned General Fund balance of 25% of the annual budgeted expenditures.

R. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; error and omissions; injuries to employees; natural disasters and workers' compensation.

The District has joined together with other school districts in southeastern Minnesota in the Southeast Service Cooperative Gross Self-Insured Health Insurance Plan, a public entity risk pool currently operating as a common risk management and insurance program for member districts. The District pays an annual premium to this plan for its health insurance coverage. These premiums are used to purchase reinsurance through commercial companies. The administrators of the plan believe assessment to participating districts for future losses sustained is extremely remote.

The District continues to carry commercial insurance for all other risks of loss. There has been no significant reduction in insurance coverage from the previous year in any of the District's policies. In addition, there have been no settlements in excess of the District's insurance coverage in any of the prior three years.

S. Net Position

Net position represents the difference between Assets and Deferred Outflows of Resources and Liabilities and Deferred Inflows of Resources in the District-Wide and Fiduciary Fund Financial Statements. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to build or acquire the capital assets. Net position is reported as restricted in the District-Wide Financial Statements when there are limitations imposed on its use through external restrictions imposed by creditors, grantors, laws, or regulations of other governments.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

T. Summarized Comparative Information

The basic financial statements include certain prior-year summarized comparative information in total but not at the level of detail required for presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the government's financial statements for the year ended June 30, 2018, from which the summarized information was derived. Certain comparative information has been reclassified to conform with the current year presentation.

NOTE 2 DEPOSITS AND INVESTMENTS

A. Deposits

Custodial Credit Risk – Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk and follows Minnesota Statutes for deposits.

The District maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as "Cash and Investments." In accordance with Minnesota Statutes, the District maintains deposits at financial institutions which are authorized by the School District's Board.

Minnesota Statutes require that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or corporate surety bonds.

The District's deposits in financial institutions at June 30, 2019 were entirely covered by federal depository insurance or by surety bonds and collateral in accordance with Minnesota Statutes.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. Government Agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. It is required that the District sign authorizations releasing collateral once it is pledged.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 2 DEPOSITS AND INVESTMENTS (CONTINUED)

B. Investments

The District may also invest idle funds as authorized by Minnesota Statutes as follows:

- Direct obligations or obligations guaranteed by the United States or its agencies.
- Shares of investment companies registered under the Federal Investment Company Act of 1940 and received the highest credit rating, is rated in one of the two highest rating categories by a statistical rating agency and all of the investments have a final maturity of thirteen months or less.
- General obligations rated “A” or better; revenue obligations rated “AA” or better.
- General obligations of the Minnesota Housing Finance Agency rated “A” or better
- Bankers’ acceptances of United States banks eligible for purchase by the Federal Reserve System.
- Commercial paper issued by United States banks, corporations or their Canadian subsidiaries, of highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less.
- Guaranteed investment contracts guaranteed by United States commercial banks or domestic branches of foreign banks, or United States insurance companies if similar debt obligations of the issuer or the collateral pledged by the issuer is in the top two rating categories.
- Repurchase or reverse purchase agreements and securities lending agreements financial institutions qualified as a “depository” by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000, a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York, or certain Minnesota securities broker-dealers.

At June 30, 2019 the District had no investments.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will be unable to fulfill its obligation to the holder of the investment. Credit risk is measured using credit quality ratings of investments in debt securities as described by nationally recognized rating agencies such as Moody’s and Standard and Poor’s.

Custodial Credit Risk

Custodial Credit Risk is the risk that in the event of a bank failure, the District’s deposits may not be returned in full. The District does not have a deposit policy for custodial credit risk and follows Minnesota Statutes for deposits.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss that may be attributed to the magnitude of the District’s investment in a single issuer.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 2 DEPOSITS AND INVESTMENTS (CONTINUED)

B. Investments (Continued)

Interest Rate Risk

Interest rate risk is the risk that changes in the interest rates of investments could adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in the market interest rates. The District does not have a formal investment policy that addresses permissible investments, portfolio diversification, and instrument maturities. At June 30, 2019, the District had no investments.

The deposits and investments are presented in the financial statements as follows:

Deposits	\$ 6,212,436
Cash on Hand	3,781
Total Cash and Investments	<u>\$ 6,216,217</u>
Cash and Investments - Statement of Net Position	\$ 6,125,467
Cash and Investments - Statement of Fiduciary Fund Net Position	90,750
Total Cash and Investments	<u>\$ 6,216,217</u>

NOTE 3 CAPITAL ASSETS

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

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Capital Assets, Not Being Depreciated				
Land	\$ 459,823	\$ -	\$ (25,000)	\$ 434,823
Total Capital Assets, Not Being Depreciated	459,823	-	(25,000)	434,823
Capital Assets, Being Depreciated				
Land Improvements	2,212,710	-	-	2,212,710
Buildings and Improvements	16,162,654	98,850	-	16,261,504
Equipment	797,412	6,209	-	803,621
Total Capital Assets, Being Depreciated	19,172,776	105,059	-	19,277,835
Accumulated Depreciation for:				
Land Improvements	(1,548,965)	(110,635)	-	(1,659,600)
Buildings and Improvements	(4,476,634)	(417,161)	-	(4,893,795)
Equipment	(574,213)	(35,273)	-	(609,486)
Total Accumulated Depreciation	(6,599,812)	(563,069)	-	(7,162,881)
Total Capital Assets, Being Depreciated, Net	12,572,964	(458,010)	-	12,114,954
Governmental Activities Capital Assets, Net	<u>\$ 13,032,787</u>	<u>\$ (458,010)</u>	<u>\$ (25,000)</u>	<u>\$ 12,549,777</u>

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 3 CAPITAL ASSETS (CONTINUED)

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

Governmental Activities

Regular Instruction	\$ 538,888
Instructional Support Services	13,698
Sites and Buildings	8,358
Food Service	2,125
Total Depreciation Expense, Governmental Activities	<u>\$ 563,069</u>

NOTE 4 LONG-TERM LIABILITIES

A. Components of Long-Term Liabilities

The District has issued general obligation school building bonds to finance the construction of capital facilities or refinance previous bond issues. Assets of the Debt Service Fund, together with scheduled future tax levies, are dedicated for the retirement of these bonds. These levies are subject to reduction if fund balance amounts exceed limitations imposed by Minnesota law.

Issue Date	Interest Rate	Original Issue	Final Maturity	Principal Outstanding	
				Due Within One Year	Total
11/18/2015	2.00% - 4.00%	\$ 11,120,000	2/1/2031	\$ 665,000	\$ 9,245,000
9/7/2016	.90% - 2.125%	1,040,000	2/1/2029	80,000	985,000
3/9/2017	1.80% - 3.00%	730,000	2/1/2030	20,000	705,000
Total General Obligation Bonds				765,000	10,935,000
Bond Premiums				26,401	298,643
Severance Benefits Payable				-	158,398
				<u>\$ 791,401</u>	<u>\$ 11,392,041</u>

B. Minimum Debt Payments

Minimum annual principal and interest payments required to retire long-term debt, not including other postemployment benefits payable and severance benefits payable are as follows:

Year Ending June 30,	General Obligation Bonds Payable	
	Principal	Interest
2020	\$ 765,000	\$ 290,828
2021	795,000	276,448
2022	815,000	261,331
2023	845,000	245,832
2024	865,000	229,588
2025-2029	4,845,000	782,944
2030-2032	2,005,000	87,300
Total	<u>\$ 10,935,000</u>	<u>\$ 2,174,271</u>

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 4 LONG-TERM LIABILITIES (CONTINUED)

C. Description of Long-Term Debt

General Obligation School Building Refunding Bonds, Series 2015A

On November 18, 2015, the District issued \$11,120,000 of General Obligation School Building Refunding Bonds, Series 2015A at interest rates of 2.00% to 4.00%. These bonds are due in varying annual installments each February 1 through February 1, 2031 with interest due semi-annually on February 1 and August 1.

The proceeds of this issue were used to refund in advance of their stated maturities, the District's General Obligation School Building Refunding Bonds, Series 2006A. The maturities of the General Obligation School Building Refunding Bonds, Series 2006A were scheduled to mature in 2016 through 2031. Assets of the Debt Service Fund, together with scheduled future ad valorem tax levies, are dedicated to retire these bonds.

General Obligation Facilities Maintenance Bonds, Series 2016A

On September 7, 2016, the District issued \$1,040,000 of General Obligation Facilities Maintenance Bonds, Series 2016A at interest rates of .90% to 2.125%. These bonds are due in varying annual installments each February 1 through February 1, 2029 with interest due semi-annually on February 1 and August 1.

The proceeds of this issue were used to finance the betterment of school facilities in the District. Assets of the Debt Service Fund, together with scheduled future ad valorem tax levies, are dedicated to retire these bonds.

General Obligation Facilities Maintenance Bonds, Series 2017A

On March 9, 2017, the District issued \$730,000 of General Obligation Facilities Maintenance Bonds, Series 2017A at interest rates of 1.80% to 3.00%. These bonds are due in varying annual installments each February 1 through February 1, 2030 with interest due semi-annually on February 1 and August 1.

The proceeds of this issue were used to finance the betterment of school facilities in the District. Assets of the Debt Service Fund, together with scheduled future ad valorem tax levies, are dedicated to retire these bonds.

Severance Payable

Severance payable consists of convertible sick leave payable to employees upon retirement. Severance benefits are paid by the General Fund.

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NOTE 4 LONG-TERM LIABILITIES (CONTINUED)

D. Changes in Long-Term Liabilities

	June 30, 2018	Additions	Retirements	June 30, 2019
Bonds Payable	\$ 11,675,000	\$ -	\$ 740,000	\$ 10,935,000
Bond Premiums	325,044	-	26,401	298,643
Severance Benefits Payable	137,482	20,916	-	158,398
Total	<u>\$ 12,137,526</u>	<u>\$ 20,916</u>	<u>\$ 766,401</u>	<u>\$ 11,392,041</u>

NOTE 5 RESTRICTED AND ASSIGNED FUND BALANCES

Certain portions of fund balance are restricted based on state requirements to track special program funding, to provide for funding on certain long-term liabilities, or as required by other outside parties. The following is a summary of the restricted fund balances for the governmental funds:

A. Restricted for Staff Development

In accordance with State Statute, restricted for staff development represents available resources dedicated exclusively for staff development.

B. Restricted for Learning and Development

This fund balance restriction represents accumulated resources available to provide Learning and Development programming in accordance with funding made available for that purpose.

C. Restricted for Gifted and Talented

Restricted for gifted and talented represents available resources to provide gifted and talented programming in accordance with funding made available for that purpose.

D. Restricted for Basic Skills Programs

This restricted fund balance represents accumulated resources available through a portion of the District's general education aid for basic skills programs.

E. Restricted for Operating Capital

The District levies taxes and receives state aid to be used for the purchase of equipment, books, and vehicles and to purchase, rent, improve, and repair school facilities as allowed by State Statute. The cumulative excess of such revenues over equipment and facilities expenditures is reported as a restriction of fund balance in the General Fund.

F. Restricted for Disabled Accessibility

Restricted for disabled accessibility represents available resources to be used only to provide for disabled accessibility projects.

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NOTE 5 RESTRICTED AND ASSIGNED FUND BALANCES (CONTINUED)

G. Restricted for Safe Schools Levy

The District levies taxes to be used for the costs as allowed by State Statute for crime prevention, drug abuse, student, and staff safety, and violence prevention measures taken by the District. The cumulative excess of such revenues over expenditures is reported as a restriction of fund balance in the General Fund.

H Restricted for Basic Skills Extended Time

The fund balance restriction represents resources available for the basic skills extended time uses listed in Minnesota Statutes, section 126C.15, subdivision 1.

I. Restricted for Long Term Facility Maintenance (LTFM)

This restricted fund balance represents accumulated resources available to be used for LTFM projects in accordance with the District's 10-year plan.

J. Restricted for Medical Assistance

This restricted fund balance represents accumulated resources available to be used for Medical Assistance expenditures.

K. Restricted for Community Education Programs

This restricted fund balance represents accumulated resources available to provide general community education programming.

L. Restricted for Early Childhood and Family Education Programs

This restricted fund balance represents accumulated resources available to provide services for early childhood and family education programming.

M. Restricted for School Readiness

This restricted fund balance represents accumulated resources available to provide school readiness programming in accordance with funding made available for that purpose.

N. Restricted for Other Purposes

Represents amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

O. Assigned for Severance

This assignment of fund balance in the General Fund is intended to set aside fund balance amounts to finance future severance benefit payments to district employees upon retirement.

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NOTE 5 RESTRICTED AND ASSIGNED FUND BALANCES (CONTINUED)

P. Assigned for Other Postemployment Benefits

This assignment of fund balance in the General Fund is intended to set aside fund balance amounts to finance other postemployment benefit payments.

Q. Assigned for Technology

This assignment of fund balance in the General Fund is intended to set aside fund balance amounts to finance future technology equipment.

NOTE 6 DEFINED BENEFIT PENSION PLANS

A. Plan Description

The District participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association (PERA) and Teachers Retirement Fund (TRA). PERA's and TRA's defined benefit pension plans are established and administered in accordance with *Minnesota Statutes*, Chapters 353 and 356. PERA and TRA's defined benefit pension plans are tax-qualified plans under Section 401(a) of the Internal Revenue Code (IRC).

1. General Employees Retirement Plan (GERF)

All full time and certain part-time employees of the District, other than teachers, are covered by the General Employees Plan. General Employees Plan members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

2. Teachers Retirement Fund (TRA)

The Teacher's Retirement Association (TRA) is an administrator of a multiple-employer, cost-sharing, defined benefit retirement fund. TRA administers a Basic Plan (without Social Security coverage) and a Coordinated Plan (with Social Security coverage) in accordance with *Minnesota Statutes*, Chapters 354 and 356. TRA is a separate statutory entity and administered by a Board of Trustees. The Board consists of four active members, one retired member, and three statutory officials.

Educators employed in Minnesota's public elementary and secondary schools, charter schools, and certain other TRA-covered educational institutions maintained by the state are required to be TRA members (except those employed by St. Paul schools or University of Minnesota System).

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NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

B. Benefits Provided

PERA and TRA provide retirement, disability, and death benefits. Benefit provisions are established by State Statute and can only be modified by the State Legislature. Vested, terminated employees who are entitled to benefits, but are not receiving them yet, are bound by the provisions in effect at the time they last terminated their public service.

1. GERS Benefits

General Employees Plan benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2% of average salary for each of the first 10 years of service and 1.7% of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7% of average salary for all years of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced social Security benefits capped at 66.

Benefit increases are provided to benefit recipients each January. Increases are related to the funding ratio of the plan. If the General Employees Plan is at least 90% funded for two consecutive years, benefit recipients are given a 2.5% increase. If the plan has not exceeded 90% funded, or has fallen below 80%, benefit recipients are given a 1% increase. A benefit recipient who has been receiving a benefit for at least 12 full months as of June 30, will receive a full increase. Members receiving benefits for at least one month but less than 12 full months as of June 30, will receive a pro rata increase.

2. TRA Benefits

TRA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefits are established by Minnesota Statute and vest after three years of service credit. The defined retirement benefits are based on a member's highest average salary for any five consecutive years of allowable service, age, and a formula multiplier based on years of credit at termination of service.

Two methods are used to compute benefits for TRA's Coordinated and Basic Plan members. Members first employed before July 1, 1989, receive the greater of the Tier I or Tier II benefits as described.

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NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

B. Benefits Provided (Continued)

2. TRA Benefits (Continued)

Tier I Benefits

Tier 1	Step Rate Formula	Percentage
Basic	First Ten Years of Service	2.2% per Year
	All Years After	2.7% per Year
Coordinated	First Ten Years if Service Years are up to July 1, 2006	1.2% per Year
	First Ten Years if Service Years are July 1, 2006 or After	1.4% per Year
	All Other Years of Service if Service Years are up to July 1, 2006	1.7% per Year
	All Other Years of Service if Service Years are July 1, 2006 or After	1.9% per Year

With these provisions:

- (a) Normal retirement age is 65 with less than 30 years of allowable service and age 62 with 30 or more years of allowable service.
- (b) 3.0% per year early retirement reduction factor for all years under normal retirement age.
- (c) Unreduced benefits for early retirement under a Rule-of-90 (age plus allowable service equals 90 or more).

or

Tier II Benefits

For years of service prior to July 1, 2006, a level formula of 1.7% per year for Coordinated members and 2.7% per year for Basic members is applied. For years of service July 1, 2006 and after, a level formula of 1.9% per year for Coordinated members and 2.7% for Basic members applies. Beginning July 1, 2015, the early retirement reduction factors are based on rates established under Minnesota Statute. Smaller reductions, more favorable to the member, will be applied to individuals who reach age 62 and have 30 years or more of service credit.

Members first employed after June 30, 1989, receive only the Tier II calculation with a normal retirement age that is their retirement age for full Social Security retirement benefits, but not to exceed age 66.

Six different types of annuities are available to members upon retirement. The No Refund Life Plan is a lifetime annuity that ceases upon the death of the retiree - no survivor annuity is payable. A retiring member may also choose to provide survivor benefits to a designated beneficiary(ies) by selecting one of the five plans that have survivorship features. Vested members may also leave their contributions in the TRA Fund upon termination of service in order to qualify for a deferred annuity at retirement age. Any member terminating service is eligible for a refund of their employee contributions plus interest.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

C. Contribution Rate

1. GERF Contributions

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the State Legislature. Coordinated Plan members were required to contribute 6.50% of their annual covered salary for fiscal year 2019 and the District was required to contribute 7.50% for Coordinated Plan members. The District's contributions to the General Employees Fund for the year ended June 30, 2019, were \$65,855. The District's contributions were equal to the required contributions for each year as set by State Statute.

2. TRA Contributions

Per *Minnesota Statutes*, Chapter 354 rates for the fiscal year for coordinated were 7.5% for the employee and 7.71% for the employer. Basic rates were 11.00% for the employee and 11.71% for the employer. The District's contributions to TRA for the plan's fiscal year ended June 30, 2019, were \$309,920. The District's contributions were equal to the required contributions for each year as set by State Statute.

D. Pension Costs

1. GERF Pension Costs

At June 30, 2019, the District reported a liability of \$710,092 for its proportionate share of the GERF's net pension liability. The District's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million to the fund in 2018. The State of Minnesota is considered a nonemployer contributing entity and the State's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the District totaled \$23,257. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on the District's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2017, through June 30, 2018, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2018, the District's proportion was .0128%, which was an increase of .0007% from its proportion measured at June 30, 2017.

For the year ended June 30, 2019, the District recognized pension expense of \$58,515 for its proportionate share of the GERF's pension expense. It also recognized \$5,424 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
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NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

D. Pension Costs (Continued)

1. GERF Pension Costs (Continued)

At June 30, 2019, the District reported its proportionate share of the GERF's deferred outflows of resources and deferred inflows of resources from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual		
Economic Experience	\$ 18,794	\$ 20,710
Changes in Actuarial Assumptions	67,832	79,787
Net Difference Between Projected and Actual		
Earnings on Pension Plan Investments	-	72,560
Changes in Proportion and Differences Between		
District Contributions Made and the District's		
Proportionate Share of Contributions	55,974	-
District Contributions Subsequent to the		
Measurement Date	65,855	-
Total	<u>\$ 208,455</u>	<u>\$ 173,057</u>

Of resources related to pensions resulting from District contributions to GERF subsequent to the measurement date, \$65,855 reported as deferred outflows will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

General Employee Plan Pension Costs

<u>Year Ending June 30,</u>	<u>Pension Expense Amounts</u>
2020	\$ 50,225
2021	(19,514)
2022	(46,347)
2023	(14,821)

2. TRA Pension Costs

At June 30, 2019, the District reported a liability of \$4,278,210 for its proportionate share of TRA's net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on the District's contributions to TRA in relation to total system contributions including direct aid from the State of Minnesota, City of Minneapolis, and Minneapolis School District. The District's proportionate share was .0681% at the end of the measurement period and .0677% for the beginning of the period.

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NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

D. Pension Costs (Continued)

2. TRA Pension Costs (Continued)

The pension liability amount reflected a reduction due to direct aid provided to TRA. The amount recognized by the District as its proportionate share of the net pension liability, the direct aid, and total portion of the net pension liability that was associated with the District were as follows:

Description	Amount
District's Proportionate Share of the TRA Net Pension Liability	\$ 4,278,210
State's Proportionate Share of TRA's Net Pension Liability Associated with the District	401,876

For the year ended June 30, 2019, the District recognized negative pension expense of (\$1,500,283). It also recognized (\$280,483) as a decrease to pension expense for the support provided by direct aid.

At June 30, 2019, the District reported its proportionate share of the TRA's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Economic Experience	\$ 45,633	\$ 86,286
Changes in Actuarial Assumptions	5,523,961	7,294,883
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	-	331,774
Changes in Proportion and Differences Between District Contributions Made and the District's Proportionate Share of Contributions	135,636	53,003
District Contributions Subsequent to the Measurement Date	309,920	-
Total	<u>\$ 6,015,150</u>	<u>\$ 7,765,946</u>

**MEDFORD PUBLIC SCHOOLS
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NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

D. Pension Costs (Continued)

2. TRA Pension Costs (Continued)

Of resources related to pensions resulting from District contributions to TRA subsequent to the measurement date, \$309,920 reported as deferred outflows will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows and inflows of resources related to TRA will be recognized in pension expense as follows:

TRA Pension Costs

<u>Year Ending June 30,</u>	<u>Pension Expense Amounts</u>
2020	\$ 419,295
2021	274,249
2022	2,924
2023	(1,609,261)
2024	(1,147,923)

3. Aggregate Pension Costs

At June 30, 2019, the District reported the following aggregate amounts related to pensions for all plans to which it participates.

	<u>PERA</u>	<u>TRA</u>	<u>Total</u>
Net Pension Liability	\$ 710,092	\$ 4,278,210	\$ 4,988,302
Deferred Outflows of Resources	208,455	6,015,150	6,223,605
Deferred Inflows of Resources	173,057	7,765,946	7,939,003
Pension Expense	63,939	(1,780,766)	(1,716,827)

E. Actuarial Assumptions

The total pension liability in the June 30, 2018, actuarial valuation was determined using the following actuarial assumptions:

GERF and TRA Assumptions

<u>Assumptions</u>	<u>General Employees Plan</u>	<u>TRA</u>
Inflation	2.50% per Year	2.50%
Active Member Payroll Growth	service decreasing to	2.85% for 10 years and
Investment Rate of Return	7.50%	7.50%

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JUNE 30, 2019**

NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

E. Actuarial Assumptions (Continued)

PERA salary increases were based on a service-related table. PERA mortality rates for active members, retirees, survivors, and disabilitants for all plans were based on RP-2014 tables for males or females, as appropriate, with slight adjustments to fit PERA's experience. PERA cost of living benefit increases after retirement for retirees are assumed to be 1.25% per year for the General Employees Plan and 1.0% for January 2019 through January 2023, then increasing by 0.1% each year up to 1.5% annually for TRA.

TRA pre-retirement mortality rates were based on the RP-2014 white collar employee table, male rates set back six years and female rates set back five years. Generational projection uses the MP-2015 scale. Post-retirement mortality rates were based on the RP-2014 white collar annuitant table, male rates set back three years and female rates set back three years, with further adjustments of the rates. Generational projection uses the MP-2015 scale. Post-disability mortality rates were based on the RP-2014 disabled retiree mortality table, without adjustment. TRA cost of living benefit increases 1.0% for January 2019 through January 2023, then increasing by 0.1% each year up to 1.5% annually.

Actuarial assumptions used in the June 30, 2018, valuation were based on the results of actuarial experience studies. The most recent six-year experience study in the General Employees Plan was completed in 2015. Economic assumptions were updated in 2017 based on a review of inflation and investment return assumptions.

The following changes in actuarial assumptions for PERA occurred in 2018:

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed post-retirement benefit increase was changed from 1.0% per year through 2044 and 2.50% per year thereafter to 1.25% per year.

The following changes in actuarial assumptions for TRA occurred in 2018:

- The cost of living adjustment (COLA) was reduced from 2.0% each January 1 to 1.0%, effective January 1, 2019.
- Beginning July 1, 2024, eligibility for the first COLA changes to normal retirement age (age 65 to 66, depending on date of birth). However members who retire under Rule of 90 and members who are at least age 62 with 30 years of service credit are exempt.
- The COLA trigger provision, which would have increased the COLA to 2.5% if the funded ratio was at least 90% for two consecutive years, was eliminated.
- Augmentation in the early retirement reduction factors is phased out over a five-year period beginning July 1, 2019 and ending June 30, 2024 (this reduces early retirement benefits). Members who retire and are at least age 62 with 30 years of service are exempt.

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NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

E. Actuarial Assumptions (Continued)

- Augmentation of deferred benefits will be reduced to 0% beginning July 1, 2019. Interest payable on refunds to members was reduced from 4.0% to 3.0%, effective July 1, 2018. Interest due on payments and purchases from members, employers is reduced from 8.5% to 7.5%, effective July 1, 2018.
- The employer contribution rate is increased each July 1 over the next 4 years, (7.92% in 2019, 8.13% in 2021, 8.55% in 2022, and 8.75% in 2023). In addition, the employee contribution rate will increase from 7.50% to 7.75% on July 1, 2023. The state provides funding for the higher employer contribution rate through an adjustment in the school aid formula.
- The single discount rate was changed from 5.12% to 7.5%.

The State Board of Investment, which manages the investments of PERA and TRA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	36 %	5.10%
International Equity	17	5.30%
Bonds	20	0.75%
Alternative Assets	25	5.90%
Cash	2	0.00%
Totals	<u>100 %</u>	

F. Discount Rate

The discount rate used to measure the total GERP pension liability 7.50%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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NOTE 6 DEFINED BENEFIT PENSION PLANS (CONTINUED)

F. Discount Rate (Continued)

The discount rate used to measure the TRA pension liability was 7.50%. This is an increase from the discount rate at the prior measurement date of 5.12%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the fiscal 2018 contribution rate, contributions from school districts will be made at contractually required rates (actuarially determined), and contributions from the state will be made at current statutorily required rates. Based on those assumptions, the pension plan's fiduciary net position was not projected to be depleted and, as a result, the Municipal Bond Index Rate was not used in the determination of the Single Equivalent Interest Rate (SEIR).

G. Pension Liability Sensitivity

The following presents the District's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate one percentage point lower or one percentage point higher than the current discount rate:

Description	1% Decrease	Current Discount Rate	1% Increase in Discount Rate
<u>General Employees Plan Discount Rate</u>	6.50%	7.50%	8.50%
District's Proportionate Share of the General Employee Plan Net Pension Liability	\$ 1,153,990	\$ 710,092	\$ 343,666
 <u>TRA Discount Rate</u>	 6.50%	 7.50%	 8.50%
District's Proportionate Share of the TRA Net Pension Liability	\$ 6,789,502	\$ 4,278,210	\$ 2,206,411

H. Pension Plan Fiduciary Net Position

Detailed information about the General Employees Plan fiduciary's net position is available in a separately issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.mnpera.org.

Detailed information about TRA's fiduciary net position is available in a separately issued TRA financial report. That report can be obtained at www.MinnesotaTRA.org; by writing to TRA at 60 Empire Drive, Suite 400, St. Paul, Minnesota, 55103-4000; or by calling (651-296-2409 or 800-652-3669).

**MEDFORD PUBLIC SCHOOLS
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NOTE 7 DEFINED CONTRIBUTION PLAN

The District provides eligible employees future retirement benefit through the District's 403(b) Plan (the Plan). Employees of the District are eligible to participate in the Plan commencing on the date of their employment. Eligible employees may elect to have a percentage of their pay contributed to the Plan. Some employees are eligible to receive a District match of employee contributions up to the qualifying amounts set forth in their respective collective bargaining agreements. Contributions are invested in tax-deferred annuities selected and owned by Plan participants. The District contributions for the year ended June 30, 2019 are \$44,999. The related employee contributions were \$86,668 for the year ended June 30, 2019.

NOTE 8 OTHER POSTEMPLOYMENT BENEFIT PLAN

A. Plan Description

The District operates a single-employer retiree benefit plan (the Plan) that provides health insurance and subsidized benefits to eligible employees and their spouses through the District's health insurance plan. There are 73 active participants and 4 retired participants. Benefit and eligibility provisions are established through negotiations between the District and various unions representing District's employees and are renegotiated at various times. The Plan does not issue a publicly available financial report.

B. Benefits Provided

Teachers who are at least 60 years of age upon retirement and have been employed by the District for a minimum of 20 years or Rule of 90 are eligible to remain on the District's medical insurance until Medicare eligibility. Business and Personnel Associates hired before July 1, 2010 who are at least 55 years of age upon retirement and have been employed by the District for a minimum of 20 years are eligible to remain on the District's medical insurance until Medicare eligibility. The District will contribute full single medical coverage at the time of retirement until Medicare eligibility.

C. Total OPEB Liability

The District's total OPEB liability was measured as of July 1, 2018, and the total OPEB liability used to calculate the total OPEB liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The total OPEB liability in the July 1, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50 %
Salary Increases	3.00 %
Investment rate of return	N/A
Healthcare cost trend rates	6.25% decreasing to 5.00% over 5 years

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NOTE 8 OTHER POSTEMPLOYMENT BENEFIT PLAN (CONTINUED)

C. Total OPEB Liability (Continued)

Mortality rates were based on the RP-2014 White Collar Mortality Tables with MP-2016 Generational Improvement Scale.

Discount Rate

The discount rate used to measure the total OPEB liability was 3.40%. The discount rate is based on the estimated yield of 20-Year AA-rated municipal bonds.

D. Changes in the Total OPEB Liability

	Increase (Decrease)
	Total OPEB Liability
Balances at 6/30/2017	\$ 575,969
Changes for the Year:	
Service Cost	63,056
Interest	20,735
Benefit Payments	(58,850)
Net Changes	24,941
Balances at 6/30/2018	\$ 600,910
Covered-Employee Payroll	\$ 3,778,593
District's Total OPEB Liability as a Percentage of Covered Payroll	15.90%

E. Total OPEB Liability Sensitivity

The following presents the Total OPEB liability of the District, as well as what the District's Total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current discount rate:

	1% Decrease 2.40 %	Discount Rate 3.40 %	1% Increase 4.40 %
Total OPEB Liability (Asset)	\$ 656,278	\$ 600,910	\$ 549,442

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 OTHER POSTEMPLOYMENT BENEFIT PLAN (CONTINUED)

E. Total OPEB Liability Sensitivity (Continued)

The following presents the Total OPEB liability of the District, as well as what the District's Total OPEB liability would be if it were calculated using a healthcare cost trend rate that is one percentage point lower or one percentage point higher than the current healthcare cost trend rate:

	1% Decrease (5.25% decreasing to 4.00%)	Healthcare Cost Trend Rates (6.25% decreasing to 5.00%)	1% Increase (7.25% decreasing to 6.00%)
Total OPEB Liability (Asset)	\$ 519,577	\$ 600,910	\$ 701,897

F. OPEB Expense

For the year ended June 30, 2018, the District recognized OPEB expense of \$83,791. At June 30, 2018, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
District Contributions Subsequent to the Measurement Date	\$ 62,407	\$ -
Total	<u>\$ 62,407</u>	<u>\$ -</u>

District contributions of \$62,407 were made subsequent to the measurement date and will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2020.

NOTE 9 FLEXIBLE BENEFIT PLAN

The District has a flexible benefit plan that is classified as a "cafeteria plan" under Section 125 of the IRC. All employee groups of the District are eligible if and when the collective bargaining agreement or contract with their group allows eligibility. Eligible employees can elect to participate by contributing pre-tax dollars withheld from payroll checks to the plan for health care and dependent care benefits.

Before the beginning of the plan year, which is from November 1 to October 31, each participant designates a total amount of pre-tax dollars to be contributed to the plan during the year. At June 30, the District is contingently liable for claims against the total amount of participants' annual contributions for the health care portion of the plan, whether or not such contributions have been made.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 9 FLEXIBLE BENEFIT PLAN (CONTINUED)

Payments of health insurance premiums are made by the District directly to the designated insurance companies. These payments are made on a monthly basis and are accounted for in the General, Food Service, and Community Service Funds.

Payments for amounts withheld for medical reimbursement and dependent care are made to participating employees upon submitting a request for reimbursement of eligible expenses.

All plan property and income attributable to that property is solely the property of the District, subject to the claims of the District's general creditors. Participants' rights under the plan are equal to those of the general creditors of the District in an amount equal to the eligible health care and dependent care expenses incurred by the participants. The District believes that it is unlikely that it will use the assets to satisfy the claims of general creditors in the future.

NOTE 10 SELF-INSURED DENTAL PLAN

The District has elected to self-insure their employee dental insurance program. The District has entered into an agreement with an insurance company to provide stop-loss insurance to limit the losses on individual and aggregate claims and to provide claims processing and other administrative duties. The individual stop-loss amount is \$1,719 per participant. The District accounts for this plan in the General Fund. Contributions during the year were based on maximum claims before reinsurance is effective. The amounts charged to expenses include administrative fees, stop-loss insurance premiums, claims paid and accruals for claims incurred by not paid at year-end. The District recorded expenses of \$69,361 for the year ended June 30, 2019.

The liability for unpaid claims is included in the General Fund as accounts payable.

	2019	2018
Unpaid Claims, Beginning of Year	\$ 3,703	\$ 6,837
Incurred Claims	69,361	58,226
Claim Payments (Cash Basis)	(67,490)	(61,360)
Unpaid Claims, End of Year	<u>\$ 5,574</u>	<u>\$ 3,703</u>

NOTE 11 COMMITMENTS AND CONTINGENCIES

Federal and State Receivables

Amounts received or receivable from federal and state agencies are subject to agency audit and adjustment. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of funds which may be disallowed by the agencies cannot be determined at this time although the District expects such amounts, if any, to be immaterial. The financial assistance received is subject to audits by the grantor agency.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 12 JOINTLY GOVERNED ORGANIZATION

The Cannon Valley Special Education Cooperative No. 52-6094 was established through a partnership with Faribault Public Schools, Medford Public Schools, Northfield Public Schools, and Owatonna Public Schools. The primary objective of the District is to provide, by a cooperative effort, comprehensive educational programs and other related services as can be effectively operated by its four member districts. Each member district shares in the cost of the programming, which is paid to the education district in the form of membership fees, reimbursements and other charges for services. The education district is able to recover the cost of its programs through the previously mentioned revenue sources. The jointly governed organization's financial statements are audited and available for inspection.

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REQUIRED SUPPLEMENTARY INFORMATION

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE DISTRICT'S TOTAL OPEB LIABILITY AND RELATED RATIOS
JUNE 30, 2019**

	2019	2018
Total OPEB Liability		
Service cost	\$ 63,056	\$ 61,219
Interest	20,735	20,136
Benefit payments	(58,850)	(72,203)
Net Change in total OPEB Liability	24,941	9,152
Total OPEB liability - beginning	575,969	566,817
Total OPEB liability - ending	<u>\$ 600,910</u>	<u>\$ 575,969</u>
 Covered employee payroll	 \$ 3,778,593	 \$ 3,668,537
 District's total OPEB liability as a percentage of the covered employee payroll	 15.90%	 15.70%

Note 1: Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the District will present information for those years which information is available.

Note 2: No assets are accumulated in a trust.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
LAST FIVE FISCAL YEARS**

Fiscal Year	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Measurement Date	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>	<u>June 30, 2014</u>
General Employees Plan					
District's Proportion of the Net Pension Liability	0.0128%	0.0121%	0.0116%	0.0111%	0.0114%
District's Proportionate Share of the Net Pension Liability	\$ 710,092	\$ 772,456	\$ 941,862	\$ 575,260	\$ 535,637
State's Proportionate Share of the Net Pension Liability Associated with the District	23,257	9,674	12,247	-	-
Total	<u>\$ 733,349</u>	<u>\$ 782,130</u>	<u>\$ 954,109</u>	<u>\$ 575,260</u>	<u>\$ 535,637</u>
District's Covered Payroll	\$ 861,453	\$ 776,349	\$ 716,820	\$ 649,353	\$ 599,378
District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	82.43%	99.50%	131.39%	88.59%	89.37%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	79.50%	75.90%	68.90%	78.20%	78.70%
TRA					
District's Proportion of the Net Pension Liability	0.0681%	0.0677%	0.0663%	0.0670%	0.0719%
District's Proportionate Share of the Net Pension Liability	\$ 4,278,210	\$ 13,514,148	\$ 15,814,132	\$ 4,144,613	\$ 3,311,797
State's Proportionate Share of the Net Pension Liability Associated with the District	401,876	1,305,589	1,588,310	508,253	233,199
Total	<u>\$ 4,680,086</u>	<u>\$ 14,819,737</u>	<u>\$ 17,402,442</u>	<u>\$ 4,652,866</u>	<u>\$ 3,544,996</u>
District's Covered Payroll	\$ 3,797,120	\$ 3,673,297	\$ 3,463,899	\$ 3,437,508	\$ 3,279,709
District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	112.67%	367.90%	456.54%	135.36%	108.09%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	78.07%	51.57%	44.88%	76.80%	81.50%

Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the District will present information for those years for which information is available.

See Notes to Required Supplementary Information.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF DISTRICT CONTRIBUTIONS
LAST SIX FISCAL YEARS**

General Employees Plan	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually Required Contribution	\$ 65,855	\$ 64,609	\$ 58,226	\$ 53,762	\$ 48,050	\$ 43,455
Contributions in Relation to the Contractually Required Contribution	<u>(65,855)</u>	<u>(64,609)</u>	<u>(58,226)</u>	<u>(53,762)</u>	<u>(48,050)</u>	<u>(43,455)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's Covered Payroll	\$ 878,068	\$ 861,453	\$ 776,349	\$ 716,820	\$ 649,353	\$ 599,378
Contributions as a Percentage of Covered Payroll	7.50%	7.50%	7.50%	7.50%	7.40%	7.25%

TRA	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually Required Contribution	\$ 282,243	\$ 284,784	\$ 275,462	\$ 259,943	\$ 257,813	\$ 231,598
Contributions in Relation to the Contractually Required Contribution	<u>(282,243)</u>	<u>(284,784)</u>	<u>(275,462)</u>	<u>(259,943)</u>	<u>(257,813)</u>	<u>(231,598)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's Covered Payroll	\$ 3,763,240	\$ 3,797,120	\$ 3,673,297	\$ 3,463,899	\$ 3,437,508	\$ 3,279,709
Contributions as a Percentage of Covered Payroll	7.50%	7.50%	7.50%	7.50%	7.50%	7.06%

Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the District will present information for those years for which information is available.

See Notes to Required Supplementary Information.

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

CHANGES IN SIGNIFICANT PLAN PROVISIONS, ACTUARIAL METHODS, AND ASSUMPTIONS

The following changes were reflected in the valuation performed on behalf of the Public Employees Retirement Association for the year ended June 30:

**A. General Employees Fund
2018**

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed post-retirement benefit increase was changed from 1.0% per year through 2044 and 2.5% per year thereafter to 1.25% per year.

2017

- The Combined Service Annuity (CSA) loads were changed from 0.8% for active members and 60% for vested and nonvested deferred members. The revised CSA loads are now 0.0% for active member liability, 15.0% for vested deferred member liability, and 3.0% for nonvested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0% per year for all years to 1.0% per year through 2044 and 2.5 % per year thereafter.

2016

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

The following changes were reflected in the valuation performed on behalf of the Teachers Retirement Association for the year ended June 30:

**A. Coordinated Plan
2018**

- The COLA was reduced from 2.0% each January 1 to 1.0%, effective January 1, 2019. Beginning January 1, 2024, the COLA will increase 0.1% each year until reaching the ultimate rate of 1.5% in January 1, 2028.
- Beginning July 1, 2024, eligibility for the first COLA changes to normal retirement age (age 65 to 66, depending on date of birth). However, members who retire under Rule of 90 and members who are at least age 62 with 30 years of service credit are exempt.
- The COLA trigger provision, which would have increased the COLA to 2.5% if the funded ratio was at least 90% for two consecutive years, was eliminated.
- Augmentation in the early retirement reduction factors is phased out over a five-year period beginning July 1, 2019 and ending June 30, 2024 (this reduces early retirement benefits). Members who retire and are at least age 62 with 30 years of service are exempt.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

**CHANGES IN SIGNIFICANT PLAN PROVISIONS, ACTUARIAL METHODS, AND ASSUMPTIONS
(CONTINUED)**

- Augmentation on deferred benefits will be reduced to 0% beginning July 1, 2019. Interest payable on refunds to members was reduced from 4.0% to 3.0%, effective July 1, 2018. Interest due on payments and purchases from members, employers is reduced from 8.5% to 7.5%, effective July 1, 2018.
- The employer contribution rate is increased each July 1 over the next 4 years, (7.92% in 2019, 8.13% in 2021, 8.55% in 2022, and 8.75% in 2023). In addition, the employee contribution rate will increase from 7.50% to 7.75% on July 1, 2023. The state provides funding for the higher employer contribution rate through an adjustment in the school aid formula.
- The single discount rate was changed from 5.12% to 7.5%

2017

- The cost of living adjustment (COLA) was assumed to increase from 2.0% annually to 2.5% annually on July 1, 2045.
- The COLA was not assumed to increase to 2.5%, but remain at 2.0% for all future years.
- The investment return assumption was changed from 8.0% to 7.5%.
- The price inflation assumption was lowered from 2.75% to 2.5%.
- The payroll growth assumption was lowered from 3.5% to 3.0%.
- The general wage growth assumption was lowered from 3.5% to 2.85% for ten years followed by 3.25% thereafter.
- The salary increase assumption was adjusted to reflect the changes in the general wage growth assumption.
- The single discount rate was changed from 4.66% to 5.12%

2016

- There was a change in actuarial assumptions that affected the measurement of the total liability since the prior measurement date.
- Post-retirement benefit adjustments are now assumed to stay level at 2.0% annually.
- The single discount rate was changed from 8.0% to 4.66%.

OTHER REQUIRED REPORTS

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**INDEPENDENT AUDITORS' 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**

Board of Education
Independent School District No. 763
Medford, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 763 (the District), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Independent School District No. 763's basic financial statements, and have issued our report thereon dated November 30, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Independent School District No. 763's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Independent School District No. 763's internal control. Accordingly, we do not express an opinion on the effectiveness of Independent School District No. 763's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as items 2019-001 and 2019-002 that we consider to be material weaknesses.

Compliance and Other Matters

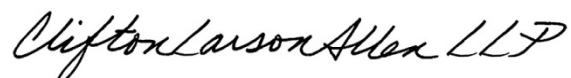
As part of obtaining reasonable assurance about whether Independent School District No. 763's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Independent School District No. 763's Response to Findings

Independent School District No. 763's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Responses. Independent School District No. 763's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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



CliftonLarsonAllen LLP

Rochester, Minnesota
November 30, 2019



INDEPENDENT AUDITORS' REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Education
Independent School District No. 763
Medford, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 763, as of and for the year ended June 30, 2019, and the related notes, which collectively comprise the District's basic financial statements and have issued our report thereon dated November 30, 2019.

The Minnesota Legal Compliance Audit Guide for School Districts promulgated by the State Auditor pursuant to Minn. Stat. §6.65, covers seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and uniform financial accounting and reporting standards. Our study included all of the listed categories.

In connection with our audit, nothing came to our attention that caused us to believe that Independent School District No. 763 failed to comply with the provisions of the Minnesota Legal Compliance Audit Guide for School Districts. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding Independent School District No. 763's noncompliance with the above-referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance with the requirements of the Minnesota Legal Compliance Audit Guide for School Districts and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

Rochester, Minnesota
November 30, 2019

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**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
SUMMARY OF FINDINGS AND RESPONSES
YEAR ENDED JUNE 30, 2019**

Finding: 2019-001 ANNUAL FINANCIAL REPORTING UNDER GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

- Condition:** The District does not have an internal control policy in place over annual financial reporting that would enable management to ensure its annual financial statements and related footnote disclosures are complete and presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
- Criteria:** Management is responsible for establishing and maintaining internal controls and the fair presentation of the financial statements including the related disclosures in conformity GAAP.
- Context:** The District engages CliftonLarsonAllen LLP to assist in preparing the financial statements and accompanying disclosures. Management has reviewed and approved the financial statements prior to issuance.
- Effect:** The potential exists that a material misstatement of the annual financial statements could occur and not be prevented, or detected and corrected, by the District's internal controls.
- Cause:** The District's personnel have not monitored recent accounting developments to the extent necessary to enable them to prepare the District's financial statements and related disclosures and to provide a high level of assurance that potential omissions or other errors that are material would be identified and corrected on a timely basis.
- Recommendation:** Management should continue to evaluate their internal staff capacity to determine if an internal control policy over the annual financial reporting is beneficial.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Findings:

There is no disagreement with the audit finding.

Actions Planned in Response to Finding:

The Business Manager receives a draft of the financial statements as prepared by the auditing firm. He reviews all pages and compares all data to reports pulled from the SmartFinance system to verify the accuracy of any financial information reported. This involves comparison of revenue, expenditures, and all balance sheet data. Accordingly, the District will engage the auditors for completeness of the disclosures. However, the Business Manager will review the notes for accuracy, compare the balances to UFARS and other District reports, and discuss any discrepancies with the audit firm with satisfactory resolution for both parties prior to authorizing final drafting of the financial statements.

Official Responsible for Ensuring CAP:

Jarred Anderson, Business Manager, is the official responsible for ensuring corrective action of the deficiency.

Planned Completion Date for CAP:

The planned completion date is June 30, 2020.

Plan to Monitor Completion of CAP:

The Medford School Board will be monitoring this corrective action plan.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
SUMMARY OF FINDINGS AND RESPONSES (CONTINUED)
YEAR ENDED JUNE 30, 2019**

Finding: 2019-002 SEGREGATION OF DUTIES

Condition: The District does not have adequate segregation of duties in place to ensure adequate internal controls.

Criteria: The District should implement adequate segregation of duties to ensure internal controls can operate as designed.

Context: One person has the primary responsibility for all aspects of entering payroll information and processing payroll. There are not currently procedures in place for secondary review of payroll information by a person other than the person who entered it.

Effect: The potential exists that a material error could occur and not be prevented or detected by the District's internal controls.

Cause: The District has a limited number of personnel within the business office.

Recommendation: We recommend the District implement procedures to have payroll information reviewed by someone other than the person entering the payroll information and processing the payroll.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Findings:

There is no disagreement with the audit finding.

Actions Planned in Response to Finding:

The Business Manager will review current internal control procedures related to payroll to ensure adequate segregation of duties.

Official Responsible for Ensuring CAP:

Jarred Anderson, Business Manager, is the official responsible for ensuring corrective action of the deficiency.

Planned Completion Date for CAP:

The planned completion date is June 30, 2020.

Plan to Monitor Completion of CAP:

The Medford School Board will be monitoring this corrective action plan.

MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
UNIFORM FINANCIAL ACCOUNTING AND REPORTING STANDARDS COMPLIANCE TABLE
JUNE 30, 2019

	AUDIT	UFARS	DIFFERENCE		AUDIT	UFARS	DIFFERENCE
01 GENERAL FUND				06 BUILDING CONSTRUCTION			
Total Revenue	\$ 9,367,932	\$ 9,367,931	\$ 1	Total Revenue	\$ -	\$ -	\$ -
Total Expenditures	8,945,160	8,945,158	2	Total Expenditures	-	-	-
<i>Nonspendable:</i>				<i>Nonspendable:</i>			
460 Nonspendable Fund Balance	-	-	-	460 Nonspendable Fund Balance	-	-	-
<i>Restricted/Reserved:</i>				<i>Restricted/Reserved:</i>			
403 Staff Development	1	1	-	407 Capital Projects Levy	-	-	-
406 Health and Safety	-	-	-	413 Projects Funded by COP	-	-	-
407 Capital Project Levy	-	-	-	467 LTFM	-	-	-
408 Cooperative Programs	-	-	-	<i>Restricted:</i>			
413 Projects Funded by COP	-	-	-	464 Restricted Fund Balance	-	-	-
414 Operating Debt	-	-	-	<i>Unassigned:</i>			
416 Levy Reduction	-	-	-	463 Unassigned Fund Balance	-	-	-
417 Taconite Building Maintenance	-	-	-				
424 Operating Capital	11,731	11,731	-	07 DEBT SERVICE			
426 \$25 Taconite	-	-	-	Total Revenue	1,052,867	1,052,866	1
427 Disabled Accessibility	317	317	-	Total Expenditures	1,049,978	1,049,978	-
428 Learning and Development	1	1	-	<i>Nonspendable:</i>			
434 Area Learning Center	-	-	-	460 Nonspendable Fund Balance	-	-	-
435 Contracted Alternative Programs	-	-	-	<i>Restricted/Reserved:</i>			
436 State Approved Alternative Programs	-	-	-	425 Bond Refunding	-	-	-
438 Gifted and Talented	44,504	44,504	-	451 QZAB and QSCB Payments	-	-	-
440 Teacher Development and Evaluations	-	-	-	<i>Restricted:</i>			
441 Basic Skills Programs	2	2	-	464 Restricted Fund Balance	210,079	210,079	-
445 Career and Technical Programs	-	-	-	<i>Unassigned:</i>			
448 Achievement and Integration	-	-	-	463 Unassigned Fund Balance	-	-	-
449 Safe Schools Crime Levy	-	1	(1)				
450 Pre-Kindergarten	-	-	-	08 TRUST			
451 QZAB Payments	-	-	-	Total Revenue	20,757	20,757	-
452 OPEB Liability Not Held in Trust	-	-	-	Total Expenditures	14,400	14,400	-
453 Unfunded Severance & Retirement Levy	-	-	-	<i>Net Position:</i>			
459 Basic Skills Extended Time	7,191	7,191	-	422 Net Position	90,750	90,750	-
467 LTFM	90,134	90,134	-				
472 Medical Assistance	68,233	68,233	-	20 INTERNAL SERVICE			
<i>Restricted:</i>				Total Revenue	-	-	-
464 Restricted Fund Balance	-	-	-	Total Expenditures	-	-	-
<i>Committed:</i>				<i>Net Position:</i>			
418 Committed for Separation	-	-	-	422 Net Position	-	-	-
461 Committed Fund Balance	-	-	-				
<i>Assigned:</i>				25 OPEB REVOCABLE TRUST			
462 Assigned Fund Balance	1,026,252	1,026,252	-	Total Revenue	-	-	-
<i>Unassigned:</i>				Total Expenditures	-	-	-
422 Unassigned Fund Balance	3,723,701	3,723,700	1	<i>Net Position:</i>			
				422 Net Position	-	-	-
02 FOOD SERVICE							
Total Revenue	482,730	482,729	1	45 OPEB IRREVOCABLE TRUST			
Total Expenditures	462,977	462,978	(1)	Total Revenue	-	-	-
<i>Nonspendable:</i>				Total Expenditures	-	-	-
460 Nonspendable Fund Balance	1,853	2,968	(1,115)	<i>Net Position:</i>			
<i>Restricted/Reserved:</i>				422 Net Position	-	-	-
452 OPEB Liability Not Held in Trust	-	-	-				
<i>Restricted:</i>				47 OPEB DEBT SERVICE			
464 Restricted Fund Balance	219,022	217,907	1,115	Total Revenue	-	-	-
<i>Unassigned:</i>				Total Expenditures	-	-	-
463 Unassigned Fund Balance	-	-	-	<i>Nonspendable:</i>			
				460 Nonspendable Fund Balance	-	-	-
04 COMMUNITY SERVICE				<i>Restricted:</i>			
Total Revenue	228,099	228,098	1	425 Bond Refunding	-	-	-
Total Expenditures	223,484	223,483	1	464 Restricted Fund Balance	-	-	-
<i>Nonspendable:</i>				<i>Unassigned:</i>			
460 Nonspendable Fund Balance	-	-	-	463 Unassigned Fund Balance	-	-	-
<i>Restricted/Reserved:</i>							
426 \$25 Taconite	-	-	-				
431 Community Education	19,853	19,853	-				
432 E.C.F.E.	87,173	87,173	-				
440 Teacher Development and Evaluations	-	-	-				
444 School Readiness	2,244	2,244	-				
447 Adult Basic Education	-	-	-				
452 OPEB Liability Not Held in Trust	-	-	-				
<i>Restricted:</i>							
464 Restricted Fund Balance	-	-	-				
<i>Unassigned:</i>							
463 Unassigned Fund Balance	(1,071)	(1,071)	-				

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STUDENT ACTIVITY FUNDS

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INDEPENDENT AUDITORS' REPORT

Board of Education
Independent School District No. 763
Medford, Minnesota

Report on the Financial Statements

We have audited the statement of cash receipts and disbursements of the Student Activity Funds of Independent School District No. 763 as of and for the year ended June 30, 2019, and the related note to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the regulatory basis of accounting described in the note to the financial statements. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As described in the note to the financial statements, to meet the financial reporting requirements of the Minnesota Department of Education, the financial statements are prepared by Independent School District No. 763 in accordance with the financial reporting provisions of the accounting practices prescribed or permitted by the Minnesota Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statements of the variances between the regulatory basis of accounting described in the note to the financial statements and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Student Activity Funds of Independent School District No. 763 as of June, 30 2019, or changes in financial position for the year then ended.

Basis for Qualified Opinion on Regulatory Basis of Accounting

We were unable to audit cash receipts because the District has not established procedures to provide assurance that all cash collections are recorded in the accounting records. We were unable to obtain sufficient appropriate audit evidence about the completeness of cash receipts by other auditing procedures.

Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the possible effect of the matter discussed in the Basis for Qualified Opinion on Regulatory Basis paragraph, the financial statements referred to in the first paragraph present fairly, in all material respects, the cash balances of the Student Activity Funds of Independent School District No. 763 as of June 30, 2019, and the receipts and disbursements for the year then ended in accordance with the basis of accounting described in the note to the financial statements.



CliftonLarsonAllen LLP

Rochester, Minnesota
November 30, 2019

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
YEAR ENDED JUNE 30, 2019**

<u>Funds</u>	<u>Balance June 30, 2018</u>	<u>Receipts and Transfers</u>	<u>Disbursements and Transfers</u>	<u>Balance June 30, 2019</u>
M Club	\$ 3,887	\$ 12,681	\$ 13,364	\$ 3,204
Art Club	245	715	216	744
Band	4,305	1,087	1,922	3,470
Bank	68	96	117	47
Tiger's Den	(30)	-	-	(30)
Elementary St. Council	1,920	2,400	1,701	2,619
FFA	16,316	27,318	29,341	14,293
Middle School Team	491	-	1	490
Music Activity	499	8,483	7,770	1,212
NHS	1,591	1,140	1,569	1,162
SADD	1,451	687	853	1,285
Student Council	13,729	52,939	47,304	19,364
Trapshooting Team	6,298	2,421	7,165	1,554
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	<u>\$ 50,770</u>	<u>\$ 109,967</u>	<u>\$ 111,323</u>	<u>\$ 49,414</u>

See Note to Student Activity Funds Financial Statements.

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
STUDENT ACTIVITY FUNDS
NOTE TO STUDENT ACTIVITY FUNDS FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 BASIS OF PRESENTATION AND SIGNIFICANT ACCOUNTING POLICIES

Student activity fund transactions are defined as extracurricular programs conducted for the motivation and enjoyment of students. These programs and activities are not offered for school credits nor required for graduation. Activities are generally conducted outside of school hours. The content of the activities is determined primarily by students, under the guidance of a staff member or other adult.

Student activities are to be self-sustaining with all expenses paid by dues, admissions, or other student fund raising events.

The accounts of the Student Activity Funds are maintained, and the accompanying financial statements have been prepared, on the regulatory basis of accounting prescribed or permitted by the Minnesota Department of Education. Consequently, receipts are recognized when received rather than when earned, and disbursements are recognized when paid rather than when the obligations are incurred, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Student activity bank deposits are covered by deposit insurance or were properly collateralized.



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE MANUAL FOR ACTIVITY FUND ACCOUNTING

Board of Education
Independent School District No. 763
Medford, Minnesota

Report on Compliance

We have audited, in accordance with auditing standards generally accepted in the United States of America, the statement of cash receipts and disbursements of the Student Activity Funds of Independent School District No. 763 as of and for the year ended June 30, 2019, and the related note to the financial statements, which collectively comprises the basic financial statements, and have issued our report thereon dated November 30, 2019. We expressed an adverse opinion on U.S. generally accepted accounting principles because the financial statements are prepared on a basis of accounting that demonstrates compliance with the regulatory basis of accounting prescribed or permitted by the Minnesota Department of Education, which differs from accounting principles generally accepted in the United States of America. In addition, our report on the regulatory basis of accounting is qualified because the District has not established procedures to provide assurance that all cash collections are recorded in the accounting records.

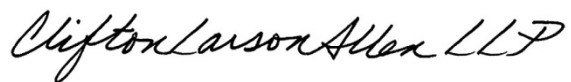
The *Manual for Activity Fund Accounting*, issued by the Minnesota Department of Education, provides uniform financial accounting and reporting standards for student activities. We have performed auditing procedures to test compliance with the provisions of this manual.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of the *Manual for Activity Fund Accounting*, except as described in the Schedule of Findings and Responses as items 2019-003 and 2019-004. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance, insofar as they related to accounting matters. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above-referenced provisions, insofar as they relate to accounting matters.

Independent School District No. 763's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Responses. Independent School District No. 763's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Board of Education
Independent School District No. 763

This report is intended solely for the information and use of the board of education and management of Independent School District No. 763 and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Rochester, Minnesota
November 30, 2019

**MEDFORD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 763
SUMMARY OF FINDINGS AND RESPONSES –
STUDENT ACTIVITY FUNDS
YEAR ENDED JUNE 30, 2019**

Finding: 2019-003 MINNESOTA LEGAL COMPLIANCE – DEFICIT FUND BALANCE

Condition: The *Manual for Activity Fund Accounting* states, “No individual student activity account will operate with a negative cash balance at the end of the fiscal year.” One student activity account had a negative balance at June 30, 2019.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Findings:

There is no disagreement with the audit finding.

Actions Planned in Response to Finding:

The negative balance will be offset through funding collected for future activities.

Official Responsible for Ensuring CAP:

Jarred Anderson, Business Manager, is the official responsible for ensuring corrective action of the deficiency.

Planned Completion Date for CAP:

The planned completion date is June 30, 2020.

Plan to Monitor Completion of CAP:

The Medford School Board will be monitoring this corrective action plan.

Finding: 2019-004 MINNESOTA LEGAL COMPLIANCE – TIMELY PAYMENT OF INVOICES

Condition: Minnesota statute requires prompt payment of local government bills. Payment is required within the contract period or the standard payment period of 35 days from receipt of the invoice. During our testing we noted an invoice that had not been paid within 35 days.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Findings:

There is no disagreement with the audit finding.

Actions Planned in Response to Finding:

The District will focus on having all invoices paid within Minnesota statute time frame of 35 days from receipt of the invoice.

Official Responsible for Ensuring CAP:

Jarred Anderson, Business Manager, is the official responsible for ensuring corrective action of the deficiency.

Planned Completion Date for CAP:

The planned completion date is June 30, 2020.

Plan to Monitor Completion of CAP:

The Medford School Board will be monitoring this corrective action plan.

