

**ROSS VALLEY SCHOOL DISTRICT  
MARIN COUNTY  
SAN ANSELMO, CALIFORNIA**

**MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010**

**FINANCIAL AUDIT**

**JUNE 30, 2013**

ROSS VALLEY SCHOOL DISTRICT  
MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010  
FINANCIAL AUDIT  
JUNE 30, 2013

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TABLE OF CONTENTS

	<u>Page</u>
<u>FINANCIAL SECTION</u>	
Independent Auditor's Report	1
Basic Financial Statements:	
Balance Sheet	3
Statement of Revenues, Expenditures, and Change in Fund Balance	4
Notes to Financial Statements	5
<u>SUPPLEMENTARY INFORMATION SECTION</u>	
Reconciliation of Annual Financial and Budget Report With Audited Financial Statements	9
Notes to Supplementary Information	10
<u>OTHER INDEPENDENT AUDITOR'S REPORTS SECTION</u>	
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	11
<u>FINDINGS AND RECOMMENDATIONS SECTION</u>	
Summary of Findings and Recommendations	13

## FINANCIAL SECTION

**STEPHEN ROATCH ACCOUNTANCY CORPORATION**  
*Certified Public Accountants*

**INDEPENDENT AUDITOR'S REPORT**

Board of Education  
Ross Valley School District

and

Citizens' Oversight Committee  
Measure A, General Obligation Bonds, Election of 2010

**Report on the Financial Statements**

We have audited the basic financial statements of Ross Valley School District for the year ended June 30, 2013, and have issued our report thereon dated December 10, 2013. We have also audited the accompanying Measure A, General Obligation Bonds, Election of 2010, Balance Sheet, and Statement of Revenues, Expenditures, and Change in Fund Balance, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Measure A, General Obligation Bonds, Election of 2010, basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

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

**Auditor's Responsibility**

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure A Building Fund of the Ross Valley School District, as of June 30, 2013, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2013 on our consideration of the Ross Valley School District's internal control over Measure A Building Fund financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over Measure A Building Fund financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Ross Valley School District's internal control over Measure A Building Fund financial reporting and compliance.

*Stephen Roatch Accountancy Corporation*

STEPHEN ROATCH ACCOUNTANCY CORPORATION  
Certified Public Accountants

December 10, 2013

ROSS VALLEY SCHOOL DISTRICT  
MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010  
BALANCE SHEET  
JUNE 30, 2013

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**Assets**

Deposits and Investments (Note 2)	\$ 12,430,897
Total Assets	<u>\$ 12,430,897</u>

**Liabilities and Fund Balance**

Liabilities:

Accounts Payable	\$ 2,260,953
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Fund Balance:

Restricted:

Restricted for Measure A Projects	<u>10,169,944</u>
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Total Liabilities and Fund Balance	<u>\$ 12,430,897</u>
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ROSS VALLEY SCHOOL DISTRICT  
 MEASURE A  
 GENERAL OBLIGATION BONDS, ELECTION OF 2010  
 STATEMENT OF REVENUES, EXPENDITURES, AND  
 CHANGE IN FUND BALANCE  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2013

**Revenues**

Other Local Revenues	\$	167
Interest		23,165
Bond Proceeds		18,300,000
		18,323,332
Total Revenues		18,323,332

**Expenditures**

*District-wide:*

Bond Projects Support Salaries and Benefits		244,006
Professional Consulting Services		41,493
Other Operating Expenditures		1,688

*Hidden Valley School:*

Academic Classrooms		21,407
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*Brookside School:*

Academic Classrooms		27,775
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*Wade Thomas Elementary School:*

Academic Classrooms		2,106
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*Manor Elementary School:*

Academic Classrooms		2,847
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*White Hill Middle School:*

Gym / Multi-Purpose Building		42,976
Building 100 Renovations		138,515
Interim Classrooms		279,668
Academic and Enrichment Classrooms		13,141,894
		13,141,894

Total Expenditures		13,944,375
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Change in Fund Balance		4,378,957
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Fund Balance - July 1, 2012		5,790,987
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Fund Balance - June 30, 2013	\$	10,169,944
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ROSS VALLEY SCHOOL DISTRICT  
MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010  
NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

A. Accounting Policies

Ross Valley School District (the "District") accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's California School Accounting Manual. The accounting policies of the District conform to U.S. generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

B. Fund Accounting

The accounts of the District are organized on the basis of funds, which are considered to be separate accounting entities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. District resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The proceeds from the sale of general obligation bonds, and the subsequent expenditure of the bond funds, are accounted for in the Building Fund of the District.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

Governmental funds are generally accounted for using the modified accrual basis of accounting. Their revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current fiscal period. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

D. Deposits and Investments

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Trustees Code Section 41001).

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

Investments with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value are stated at cost or amortized cost.



**ROSS VALLEY SCHOOL DISTRICT**  
**MEASURE A**  
**GENERAL OBLIGATION BONDS, ELECTION OF 2010**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**NOTE 2 - DEPOSITS AND INVESTMENTS**

Summary of Deposits and Investments

Deposits and investments as of June 30, 2013, consist of the following:

County Pool Investments \$ 12,430,897

County Pool Investments

County pool investments consist of District cash held by the Marin County Treasury that is invested in the county investment pool. The fair value of the District's investment in the pool is reported in the financial statements at amounts that are based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio).

General Authorization

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedule below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations / Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Notes	5 years	30%	None
Mutual & Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rate will adversely affect the fair value of an investment. Generally, as the length of the maturity of an investment increases, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury that purchases a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

**ROSS VALLEY SCHOOL DISTRICT**  
**MEASURE A**  
**GENERAL OBLIGATION BONDS, ELECTION OF 2010**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)**

**Segmented Time Distribution**

Information about the sensitivity of the fair value of the District's investment to market interest rate fluctuations is provided by the following schedule that shows the distribution of the District's investment by maturity:

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Fair Value</u>	<u>Less Than 1 Year</u>	<u>More Than 1 Year</u>
County Pool Investments	\$ 12,430,897	\$12,429,827	\$ 10,755,518	\$ 1,675,379

**Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California Government Code, the District's investment policy, or debt agreements, and the actual rating as of the year-end for each investment type.

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Fair Value</u>	<u>Rating as of Year End</u>		
			<u>AAA</u>	<u>Aa</u>	<u>Unrated</u>
County Pool Investments	\$12,430,897	\$ 12,429,827			\$12,430,897

**Concentration of Credit Risk**

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. However, the District does not hold any investments in any one issuer that represent five percent or more of the total investments held by the District.

**Custodial Credit Risk - Deposits**

This is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. However, the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

ROSS VALLEY SCHOOL DISTRICT  
MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010  
NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

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NOTE 2 - DEPOSITS AND INVESTMENTS (CONCLUDED)

Custodial Credit Risk - Investments

This is the risk that in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. The District does not have a policy limiting the amount of securities that can be held by counterparties. As of June 30, 2013, the District does not have any investments of this type.

Derivative Investments

The District does not directly invest in any derivative investments. Information relating to the use of derivative investments by the Marin County Treasury was not available.

NOTE 3 - COMMITMENTS AND CONTINGENCIES

Litigation

The District is subject to various legal proceedings and claims. In the opinion of management, the ultimate liability with respect to these actions will not materially affect the financial position or results of operations of the Building Fund of the District.

SUPPLEMENTARY INFORMATION SECTION

ROSS VALLEY SCHOOL DISTRICT  
MEASURE A  
GENERAL OBLIGATION BONDS, ELECTION OF 2010  
RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT  
WITH AUDITED FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

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	<u>Building Fund</u>
June 30, 2013 Annual Financial and Budget Report Fund Balance	\$ 9,522,265
Adjustments Increasing Fund Balance:	
Overstatement of Capital Outlay Expenditures	<u>647,679</u>
June 30, 2013 Audited Financial Statements Fund Balance	<u>\$ 10,169,944</u>

SEE NOTES TO SUPPLEMENTARY INFORMATION

**ROSS VALLEY SCHOOL DISTRICT**  
**MEASURE A**  
**GENERAL OBLIGATION BONDS, ELECTION OF 2010**  
**NOTES TO SUPPLEMENTARY INFORMATION**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

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NOTE 1 - PURPOSE OF SCHEDULE

A. Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balance of the Measure A Building Fund, as reported in the Annual Financial and Budget Report to the audited financial statements.

OTHER INDEPENDENT AUDITOR'S REPORTS SECTION

**STEPHEN ROATCH ACCOUNTANCY CORPORATION**  
*Certified Public Accountants*

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

Board of Education  
Ross Valley School District

and

Citizens' Oversight Committee  
Measure A, General Obligation Bonds, Election of 2010

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 Measure A, General Obligation Bonds, Election of 2010, Balance Sheet, and Statement of Revenues, Expenditures, and Change in Fund Balance of the Ross Valley School District, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Measure A, General Obligation Bonds, Election of 2010, basic financial statements, and have issued our report thereon dated December 10, 2013.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over Measure A Building Fund 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 the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

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

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



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure A Building Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of the Measure A Building Fund 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 related to the Measure A Building Fund that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

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

*Stephen Roatch Accountancy Corporation*

STEPHEN ROATCH ACCOUNTANCY CORPORATION  
Certified Public Accountants

December 10, 2013

## FINDINGS AND RECOMMENDATIONS SECTION

**ROSS VALLEY SCHOOL DISTRICT**  
**MEASURE A**  
**GENERAL OBLIGATION BONDS, ELECTION OF 2010**  
**SUMMARY OF FINDINGS AND RECOMMENDATIONS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

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There are no matters to report for the fiscal year ended June 30, 2013.