

The Wilson Elementary School District #7 Governing Board announces a search for a new district superintendent. Qualified applicants are invited to apply for this exceptional opportunity.

## ***Wilson Elementary School District***

Wilson Elementary School District is a wonderful place to learn! Centrally located in Phoenix, we are proud of our district's exceptional group of teachers, students, and community.

The district has great students who believe in the dream that every Wilson student will have the opportunity to attend a college or university. We have implemented the important programs to support students in meeting this goal. Today more Wilson students than ever before are attending college.

Our students come from all over the city of Phoenix to enjoy our standards-based curriculum, state-of-the-art technology, and an involved community that works with our schools to help create a consistent, safe learning environment.

### **Mission Statement**

It is the mission of the Wilson School District No. 7 to provide the highest quality of education for all its students in order to allow them to develop to their maximum potential. The district is committed to equal education opportunities through equal access for each individual student. Quality instruction, effective management, parental involvement, and exemplary service to the total community are the hallmarks of this school district.

### **District Philosophy**

We believe that education should be shaped by a sense of purpose. We are dedicated to the total personal development of each student in our district. We believe that the ultimate goal in education should be to prepare a stable, yet adaptive student for a world of rapid change. Our instruction will maintain flexibility in adapting to this ever-changing society. Working together with parents and community, we will strive to develop each student's intellectual, physical, moral, emotional, aesthetic, creative, and social growth so that the student may become a useful and responsible member of home, community, and society while leading a personally rewarding life.

## ***Position Requirements***

At Wilson School District, we believe the Superintendent, Under the direction of the Governing Board, provides educational leadership and executive direction to the Governing Board, schools, community, personnel, programs, activities and operations of the district; to assure compliance with established goals, objectives and legal requirements concerning district administration and instruction, so that each individual student enrolled in our district may be provided with a complete, valuable, meaningful, and personally rewarding education.

### **Position Qualifications**

- Master's degree or higher in education leadership or a related field from an accredited college or university
- Doctorate degree in educational leadership or a related field from an accredited college or university (preferred)
- Minimum of five years' successful teaching experience
- Minimum of five years' experience in educational administration
- Experience as a public school superintendent (*preferred*)
- Hold a current Arizona Superintendent's Certificate

---

### **Essential Duties and Responsibilities of the Superintendent**

- Develops, implements and maintains strategic planning processes for district functions.
- Assures that the laws and regulation are faithfully executed.
- Assists the board in the identification of student achievement goals and implements programs designed to achieve and evaluate progress toward meeting those goals.
- Supervises the development of systems for budget development, purchase of goods and services, accountability for expenditure of district funds, and analyses and reporting of the district's financial position to the board and the public.
- Participates in all board meetings by assisting the board in the development of the meeting agenda, by preparing background materials and analyses of issues brought to the board, and by preparing recommendation on all issues brought to the board for decisions.
- Prepares and submits to the board recommendations relative to all matters requiring board action, placing before the board such necessary and helpful facts, information and reports as are needed to ensure the making of informed decisions.
- Informs and advises the board about the programs, practices and problems of the district and keeps the board informed of the activities operating under the board's authority.
- Hold such meetings of teachers and other employees as necessary for the discussion of matters concerning the improvement and welfare of the district.

- Develops and implements plans for dealing with emergencies and takes the necessary steps in time of emergency to safeguard students, staff, residents and school district property.
- Keeps informed of modern educational thoughts and practices by advanced study, visiting school systems elsewhere, attending educational conferences, and by other appropriate means, and keeps the board informed of trends in education.
- Keeps the public informed about modern educational practices, educational trends and the policies, practices and problems in the system's schools.
- Recommends and advises the board on the need for new and/or revised policies and procedures necessary for efficient conduct of the district.
- Studies and revises, together with staff, all curriculum guides and courses of study, on a continuing basis.
- Assists the board with the development of board policy and established rules, forms, guidelines and procedures to implement board policy.
- Promotes good public relations between the district and the community by school activities, press, radio and TV releases, school/parent activities.
- Personal participation in community activities and talks, bulletins and reports and conferences.
- Establishes procedures for communication between and among the board, district staff, media, public and other business, governmental and educational organization of the community, region, state and national.
- Supervises the development of systems for the recruitment, employment, evaluation, in-service, development, compensation, and benefits for all district staff.
- Represents the board in its dealings with city, county, state and federal governmental agencies and assists in the development and pursuit of a legislative agenda.
- Makes recommendations of new facilities or additions to existing facilities, and supervises the acquisition, construction, maintenance, renovation and disposal of all district facilities and properties.

**The Governing Board Seeks a Superintendent who has the Following Knowledge, Skills and Abilities:**

**Knowledge of:**

- Federal and state laws relative to education.
- Group dynamics and group processes.
- Strategic planning and forecasting alternative futures and resource allocations.

**Skilled in:**

- Instructional leadership.
- Evaluating educational programs.
- Setting long and short-range goals.
- Communicating and negotiating with diverse community groups, bargaining units, funding bodies and other private and public institutions.
- Managing educational issues within a multi-cultural setting with diverse socioeconomics.

## Ability to:

- Develop and operate multi-million-dollar budgets and programs
- Meet deadlines and work on multiple projects.
- Assess organizational strengths and weaknesses and administer policies accordingly.

## ***District Operational Information***

- Total professional staff FTE: 68
- Total support staff FTE: 87
- Current year M&O budget: \$9,397,501
- Current Capital budget: \$976,095
- Primary tax rate: 3.4287
- Secondary tax rate: 1.7111
- Primary net assessed value: \$117,860,685
- Bonding capacity: (10% of FCV Net) \$15.2 million
- Bonds outstanding:
  - August 2006
    - \$7,070,000
    - \$100,000 currently outstanding
    - Matures July 2021
  - December 2009
    - \$2,930,000
    - \$865,000 currently outstanding
    - Matures July 2024
  - July 2013
    - \$1,900,000
    - \$1,025,000 currently outstanding
    - Matures July 2032
  - July 2014
    - \$1,700,000
    - \$1,475,000 currently outstanding
    - Matures July 2030
- Last M&O override passed November 2020
- Last DAA override passed November 2018
- Last bonds approved by voters November 2012

- No bond authorization remaining
- Last Bonds Issued July 2014

## **Salary and Contract**

The salary range for this position is \$100,000 to \$120,000. The actual salary for the successful candidate will be determined during contract negotiations and will be based on experience and professional preparation.

The district offers a competitive benefit package that will be finalized during contract negotiations.

## **Search Timeline**

|  |  |
|--|--|
| Vacancy Announced (5:00 p.m. AZ time)  | <b>April 14, 2021</b>                                      |
| Deadline for Applications (12 p.m. AZ time)                                    | <b>May 14, 2021</b>  |
| Applicant Screening with Governing Board                                       | <b>May 18, 2021</b>  |
| Candidate Interviews<br><i>(Subject to change)</i>                             | <b>TBD</b>   |
| Finalist Interviews and Community Forum<br><i>(Subject to change)</i>          | <b>TBD</b>   |
| Governing Board Enters into Contract Negotiation<br><i>(Subject to change)</i> | <b>TBD</b>   |
| Announcement of New Appointment<br><i>(Subject to change)</i>                  | <b>TBD</b>   |
| Incoming Superintendent Assumes Duties<br><i>(or as mutually agreed)</i>       | <b>July 1, 2021</b><br><b>or as determined by contract</b> |

*Dates may be adjusted as determined by the Wilson Governing Board and ASBA*

## **Additional Information**

For additional information about the district and the community, please access the websites noted below.

- Wilson Elementary School District: <https://www.wsd.k12.az.us/>
- Arizona Office of the Auditor General:  
[https://www.azauditor.gov/sites/default/files/WilsonESD\\_2020.pdf](https://www.azauditor.gov/sites/default/files/WilsonESD_2020.pdf)
- Maricopa County: <https://www.maricopa.gov/>
- Arizona Department of Education: <https://azreportcards.azed.gov/districts/detail/4261>

The Wilson Elementary School District has engaged the services of the Arizona School Boards Association to direct a search for qualified candidates. Each finalist will visit the district at his/her expense to be interviewed by the Governing Board. Governing Board members may visit the communities of selected candidates as part of the final selection process. To receive consideration, an applicant's file **must be completed and filed with ASBA by noon Arizona time, May 11, 2020. Incomplete and or late applications will not be considered. Adjustments to an applicant file may not be made after the position posting has closed. All inquiries related to this search are to be directed to Steve Highlen, ASBA Executive Search and Senior Policy Consultant.**

# Wilson School District # 7

## Board Meeting Report

March 2021

| Function Code   | Function Description       | FY 21 Budget REVISED | Expended YTD        | Encumbered YTD      | Exp & Enc YTD       | Uncommitted Balance | % Committed |
|---|----------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|-------------|
| <b>MAINTENANCE AND OPERATIONS FUND 001</b>              |                            |                      |                     |                     |                     |                     |             |
| <b>001- 100/ 600 Regular Education / Other Programs</b> |                            |                      |                     |                     |                     |                     |             |
| 1000  | Instruction                | \$ 2,720,898         | \$ 1,796,671        | \$ 839,136          | \$ 2,635,807        | \$ 85,091           | 97%         |
| 2100  | Support Svcs Student       | 407,168              | 301,662             | 107,457             | 409,120             | (1,952)             | 100%        |
| 2200  | Support Svcs Instr. Staff  | 396,428              | 302,894             | 103,567             | 406,461             | (10,033)            | 103%        |
| 2300  | Support Svcs Gen Admin     | 282,607              | 223,726             | 60,743              | 284,469             | (1,862)             | 101%        |
| 2400  | Support Svcs School Admin  | 375,600              | 278,309             | 100,744             | 379,052             | (3,452)             | 101%        |
| 2500  | Business & Technology      | 501,456              | 358,334             | 139,373             | 497,707             | 3,749               | 99%         |
| 2600  | O & M Plant Svcs           | 1,471,924            | 926,285             | 510,277             | 1,436,563           | 35,361              | 98%         |
| 3100  | Food Service Operations    | 17,517               | 12,988              | 776                 | 13,764              | 3,753               | 79%         |
| 550-2200  | K-3 Reading Program        | 61,077               | 46,007              | 20,144              | 66,151              | (5,074)             | 108%        |
| 610-1000  | Cocurricular Band/Choir    | 1,500                | -                   | -                   | -                   | 1,500               | 0%          |
| 620-1000  | Athletic Programs          | 500                  | -                   | 1,500               | 1,500               | (1,000)             | 300%        |
| 900-3300  | Community Services         | 452                  | 452                 | -                   | 452                 | 0                   | 100%        |
|   | <b>Subtotal</b>            | <b>\$ 6,237,127</b>  | <b>\$ 4,247,328</b> | <b>\$ 1,883,718</b> | <b>\$ 6,131,045</b> | <b>\$ 106,082</b>   | <b>98%</b>  |
| <b>001 - 200 Special Education</b>                      |                            |                      |                     |                     |                     |                     |             |
| 1000  | Instruction                | \$ 673,884           | \$ 504,910          | \$ 214,147          | \$ 719,057          | \$ (45,173)         | 107%        |
| 2100  | Support Svcs Student       | 164,200              | 100,761             | 64,505              | 165,266             | (1,066)             | 101%        |
| 2200  | Support Svcs/ Omstr/ Staff | 3,592                | 2,603               | 1,012               | 3,615               | (23)                | 101%        |
| 2400  | Support Svcs School Admin  | 136,989              | 97,679              | 40,830              | 138,508             | (1,519)             | 101%        |
| 2500  | Business & Technology      | 275                  | 275                 | -                   | 275                 | -                   | 100%        |
|   | <b>Subtotal</b>            | <b>\$ 978,940</b>    | <b>\$ 706,228</b>   | <b>\$ 320,494</b>   | <b>\$ 1,026,722</b> | <b>\$ (47,782)</b>  | <b>105%</b> |
| <b>001 - 400 Transportation</b>                         |                            |                      |                     |                     |                     |                     |             |
| 2500  | Business & Technology      | \$ 1,510             | \$ 1,504            | \$ -                | \$ 1,504            | \$ 6                | 100%        |
| 2600  | District Trans. Svcs       | \$ 7,824             | \$ 4,170            | \$ 3,653            | \$ 7,823            | \$ 1                | 100%        |
| 2700  | Student Trans. Svcs        | \$ 305,798           | \$ 91,041           | \$ 221,695          | \$ 312,737          | \$ (6,939)          | 102%        |
|   | <b>Subtotal</b>            | <b>\$ 315,132</b>    | <b>\$ 96,715</b>    | <b>\$ 225,348</b>   | <b>\$ 322,063</b>   | <b>\$ (6,931)</b>   | <b>102%</b> |
| <b>511 - Desegregation Regular/Special Education</b>    |                            |                      |                     |                     |                     |                     |             |
| 1000  | Instruction                | \$ 1,609,398         | \$ 919,631          | \$ 380,066          | \$ 1,299,696        | \$ 309,702          | 81%         |
| 2100  | Support Svcs Student       | 120,402              | 1,634               | 769                 | 2,403               | 117,999             | 2%          |
| 2200  | Support Svcs Instr. Staff  | 121,297              | 27,149              | 7,581               | 34,730              | 86,567              | 29%         |
| 2400  | School Administration      | 15,203               | 866                 | 337                 | 1,203               | 14,000              | 8%          |
|   | <b>Subtotal</b>            | <b>\$ 1,866,300</b>  | <b>\$ 949,279</b>   | <b>\$ 388,753</b>   | <b>\$ 1,338,032</b> | <b>\$ 528,268</b>   | <b>72%</b>  |
| <b>TOTAL M &amp; O</b>                                  |                            | <b>\$ 9,397,499</b>  | <b>\$ 5,999,550</b> | <b>\$ 2,818,313</b> | <b>\$ 8,817,862</b> | <b>\$ 579,637</b>   | <b>94%</b>  |

# Wilson School District # 7

## Board Meeting Report

March 2021

| Function Code                                   | Function Description           | FY 21 Budget REVISED | Expended YTD      | Encumbered YTD    | Exp & Enc YTD     | Uncommitted Balance | % Committed |
|---|--------------------------------|----------------------|-------------------|-------------------|-------------------|---------------------|-------------|
| <b>CLASSROOM SITE FUNDS 011, 012 AND 013</b>    |                                |                      |                   |                   |                   |                     |             |
| <b>011- 100 Regular Education - Base</b>        |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 298,947           | \$ 43,335         | \$ 19,018         | \$ 62,353         | \$ 236,594          | 21%         |
|   | <b>Subtotal</b>                | <b>\$ 298,947</b>    | <b>\$ 43,335</b>  | <b>\$ 19,018</b>  | <b>\$ 62,353</b>  | <b>\$ 236,594</b>   | <b>21%</b>  |
| <b>011- 200 Special Education - Base</b>        |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 62,782            | \$ 3,313          | \$ 1,525          | \$ 4,838          | \$ 57,944           | 8%          |
|   | <b>Subtotal</b>                | <b>\$ 62,782</b>     | <b>\$ 3,313</b>   | <b>\$ 1,525</b>   | <b>\$ 4,838</b>   | <b>\$ 57,944</b>    | <b>8%</b>   |
|   | <b>Total CSF- Base</b>         | <b>\$ 361,729</b>    | <b>\$ 46,648</b>  | <b>\$ 20,543</b>  | <b>\$ 67,191</b>  | <b>\$ 294,538</b>   | <b>19%</b>  |
| <b>012- 100 Regular Education - Performance</b> |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 667,572           | \$ 4,188          | \$ 26,993         | \$ 31,180         | \$ 636,392          | 5%          |
| 2000  | Support Services & Interest    | 15,000               | 1,425             | 743               | 2,168             | 12,832              | 14%         |
|   | <b>Subtotal</b>                | <b>\$ 682,572</b>    | <b>\$ 5,613</b>   | <b>\$ 27,736</b>  | <b>\$ 33,349</b>  | <b>\$ 649,223</b>   | <b>0%</b>   |
| <b>012- 200 Special Education - Performance</b> |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 170,000           | \$ -              | \$ -              | \$ -              | \$ 170,000          | 0%          |
|   | <b>Subtotal</b>                | <b>\$ 170,000</b>    | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 170,000</b>   | <b>0%</b>   |
|   | <b>Total CSF - Performance</b> | <b>\$ 852,572</b>    | <b>\$ 5,613</b>   | <b>\$ 27,736</b>  | <b>\$ 33,349</b>  | <b>\$ 819,223</b>   | <b>4%</b>   |
| <b>013- 100 Regular Education - Menu</b>        |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 393,454           | 160,885           | 49,680            | 21,805            | \$ 371,649          | 6%          |
| 2000  | Support Services & Interest    | 2,000                | 1,446             | -                 | 1,446             | 554                 | 72%         |
|   | <b>Subtotal</b>                | <b>\$ 395,454</b>    | <b>\$ 162,331</b> | <b>\$ 49,680</b>  | <b>\$ 23,251</b>  | <b>\$ 372,203</b>   | <b>6%</b>   |
| <b>013- 200 Special Education - Menu</b>        |                                |                      |                   |                   |                   |                     |             |
| 1000  | Instruction                    | \$ 86,755            | \$ 8,652          | \$ 3,982          | \$ 10,954         | \$ 75,801           | 13%         |
|   | <b>Subtotal</b>                | <b>\$ 86,755</b>     | <b>\$ 8,652</b>   | <b>\$ 3,982</b>   | <b>\$ 10,954</b>  | <b>\$ 75,801</b>    | <b>13%</b>  |
|   | <b>TOTAL CSF - MENU</b>        | <b>\$ 482,209</b>    | <b>\$ 170,982</b> | <b>\$ 53,662</b>  | <b>\$ 34,205</b>  | <b>\$ 448,004</b>   | <b>7%</b>   |
| <b>TOTAL CLASSROOM SITE FUND (CSF)</b>          |                                | <b>\$ 1,696,510</b>  | <b>\$ 223,242</b> | <b>\$ 101,941</b> | <b>\$ 134,744</b> | <b>\$ 1,561,766</b> | <b>8%</b>   |



# Wilson School District # 7

## Board Meeting Report

March 2021

| Function Code                               | Function Description         | FY 21 Budget REVISED | Expended YTD      | Encumbered YTD   | Exp & Enc YTD     | Uncommitted Balance | % Committed |
|---|------------------------------|----------------------|-------------------|------------------|-------------------|---------------------|-------------|
| <b>UNRESTRICTED CAPITAL OUTLAY FUND 610</b> |                              |                      |                   |                  |                   |                     |             |
| 1000  | Instruction                  | \$ 1,023,310         | \$ 465,682        | \$ 13,225        | \$ 478,907        | \$ 544,403          | 47%         |
| 2100  | Support Svcs Student         | 9,000                | 9,292             | -                | \$ 9,292          | (292)               | 103%        |
| 2200  | Media/ Library               | 144,250              | 150,345           | 2,683            | \$ 153,028        | (8,778)             | 106%        |
| 2300  | Support Svcs Gen Admin *     | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 2400  | Support Svcs School Admin*   | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 2500  | Business & Technology        | 86,500               | 78,756            | 12,882           | \$ 91,639         | (5,139)             | 106%        |
| 2600  | O & M Plant Svcs             | 84,958               | 1,204             | 12,587           | \$ 13,791         | 71,167              | 16%         |
| 2700  | Student Trans. Svcs          | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 3100  | Food Service Operations      | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 3300  | Community                    | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 4500  | Building Acquisition         | 12,077               | 19,305            | -                | \$ 19,305         | (7,228)             | 160%        |
| 4600  | Site Improvements            | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 4700  | Building Improvement         | 110,000              | 103,975           | -                | \$ 103,975        | 6,025               | 95%         |
| 200-1000                                    | Special Ed Instruction       | -                    | 449               | -                | \$ 449            | (449)               | N/A         |
| 200-21/2200                                 | Special Ed Student Support   | 1,000                | 1,033             | -                | \$ 1,033          | (33)                | 103%        |
| 610-1000                                    | Cocurricular Bank/Choir      | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 511-1000                                    | Desegregation - Instruction  | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 511-2000                                    | Desegregation - Support Svcs | -                    | -                 | -                | \$ -              | -                   | N/A         |
| 511-4000                                    | Desegregation - Bldg Improv  | -                    | -                 | -                | \$ -              | -                   | N/A         |
| <b>TOTALS</b>                               |                              | <b>\$ 1,471,095</b>  | <b>\$ 830,043</b> | <b>\$ 41,378</b> | <b>\$ 871,420</b> | <b>\$ 599,675</b>   | <b>59%</b>  |

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approve acceptance of gifts.

**SUBMITTED BY:** \_\_\_\_\_  
Beth Strickler, Director of Business Services & Technology

**RECOMMENDED:** \_\_\_\_\_  
Mr. Antonio Sanchez, Superintendent

**DISCUSSION:**

| DONOR   | GIFT    | PURPOSE                                      |
|---------|---------|--|
| Nuzzles | \$2,198 | Face Mask (200) donation – adjustable/cotton |

**RECOMMENDED:** It is recommended that the Governing Board approve acceptance of the presented gifts offered to the District.

**ACTION ITEMS**

**DATE:** April 13, 2021

**ITEM:** Approval for Education Services, Inc. (ESI) to provide Substitute Teacher services and RetireRehire return-to-work services for the 2021-2022 school year.

**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resources Director

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve Education Services, Inc. (ESI) to provide Substitute Teacher services and RetireRehire return-to-work services for the 2021-2022 school year.

**RATIONALE:**

Educational Services Inc. (ESI) is the leading provider of employee staffing solutions for Arizona school districts. ESI's featured programs include Arizona's premier return-to-work program, known as, RetireRehire, and its SubSource program, the largest substitute staffing program in the state.

**ACTION ITEMS****DATE:** April 13, 2021**ITEM:** Job Descriptions**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resources Director**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent**RECOMMENDATION:**

It is recommended that the Governing Board approve the following job descriptions: New Teacher Mentor (new), Grants Coordinator (new), Principal (revised) and Assistant Principal (revised).

**RATIONALE:**

To continue providing the highly qualified services for the District, it is recommended that Governing Board approve the New Teacher Mentor (new), Grants Coordinator (new), Principal (revised) and Assistant Principal (revised) job descriptions.

New Teacher Mentor - The Arizona New Teacher Support Program is to build capacity for teacher leadership, while providing support to the newest members of the teaching profession. Experienced, accomplished teachers are placed in nonevaluative leadership roles in schools as mentors to those who are in the first two years of their teaching career. The Arizona K12 Center awards financial assistance to districts/schools/programs to create and sustain an impactful mentoring and induction program. The District was awarded a 2-year grant of \$150,000 to fund the program and position.

Grants Coordinator – As the district continues to grow in grant allocations and funding sources, there is a need for a designated position to oversee this area and fully manage the process. The purpose for this new position is to oversee the management of existing grants across the district including the new ESSER grants. In addition to overseeing the existing grants, this position may also seek new grant opportunities for the district. The funding source for this position will be the Elementary and Secondary School Emergency Relief (ESSER) funds.

**ACTION ITEM**

DATE: April 13, 2021

**ITEM:** Accept the FY2019-2020 financial and compliance audit reports by Heinfeld, Meech & Co., P.C.

**SUBMITTED BY:**

\_\_\_\_\_  
Beth Strickler, Director of Business Services & Technology

**RECOMMENDED:**

\_\_\_\_\_  
Mr. Antonio Sanchez, Superintendent

**DISCUSSION:** These reports are the result of the regular annual financial audit. The audit tests the Annual Financial Report prepared by the District and also tests the financial systems for internal control and compliance with government and accounting regulations. The Comprehensive Annual Financial Report becomes the audited financial statements of the District.

The audit reports consist of the following:

- 1) The Comprehensive Annual Financial Report (CAFR) – This is the largest report. Its three sections include
  - a. An overview of the District and its staff and students, major initiatives for the future and economic and financial condition,
  - b. The auditor’s report and the financial statements, and
  - c. The statistical section presenting trends and additional financial and operation information.
- 2) The Single Audit Reporting Package – This report gives the auditors opinions on the internal control over financial reporting and compliance for federal grants.
- 3) The USFR Compliance Questionnaire – The Arizona Auditor General’s office created this document as a review of financial and purchasing systems. The desired answer to all of the questions is either a “YES” or “N/A”.

The District had several audit findings:

- Internal Controls over Cash
- Internal Controls over Revenues
- Internal Controls over Payroll

These findings have been addressed and completed (November 30, 2020) during the Corrective Action Plan for FY2019 Audit, which is currently being evaluated by two (2) Finance personnel (Itinerant Business Manager) with Maricopa County Superintendent of Schools office.

The District takes all audit findings seriously. As noted, all audit findings have been addressed and the District will continue with all necessary practices and procedures to ensure our accounting practices meet auditing standards.

**RECOMMENDED:** It is recommended that the Governing Board accept the FY2019-2020 financial audit report as presented. The audit is complete and the reports have been sent to the Auditor General’s Office and other interested agencies.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approve the FY2021-2022 Pupil Transportation Services Contract Renewal Amendment 2020-02.01B with First Student, Inc.

**SUBMITTED BY:** \_\_\_\_\_  
Beth Strickler, Director of Business Services & Technology

**RECOMMENDED:** \_\_\_\_\_  
Mr. Antonio Sanchez, Superintendent

**DISCUSSION:** The proposed increase of 2.0% is in compliance with the RFP contract award. The Minimum Base Rate Per Bus Per Day for Four (4) hours Portal-to-Portal will increase \$7.35 per bus and the Rate Per Hour in Excess of Four (4) hours Per Bus Per Day will increase \$1.28 per hour.

**RECOMMENDED:** It is recommended that the Governing Board approve the FY2021-2022 Pupil Transportation Services Contract Renewal Amendment with First Student, Inc.

**ACTION ITEM****DATE:** April 13, 2021**ITEM:** Approval of New Employment**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resources Director**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

| ADMIN | CLASS. ADMIN | CERTIFIED | CLASSIFIED | Name           | FT<br>E | Assignment                     | Effective<br>Date | Contract<br>Amount |
|-------|--------------|-----------|------------|----------------|---------|--------------------------------|-------------------|--------------------|
|       |              |           | X          | Noel Sosa Aria | .94     | Spec. Ed. I.A.<br>(Elementary) | 03-01-2021        | \$13.55 phr        |

**RECOMMENDATION:**

It is recommended that the Governing Board approve the following individual contracts.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approval of Transfer of Employment

**SUBMITTED BY:** \_\_\_\_\_  
 Alex Dumas, Human Resources Director

**RECOMMENDED BY:** \_\_\_\_\_  
 Antonio Sanchez, Superintendent

| ADMIN | CLASS. ADMIN | CERTIFIED | CLASSIFIED | Name          | FT E | Assignment  | Effective Date | Contract Amount Adjustment |
|-------|--------------|-----------|------------|---------------|------|---|----------------|----------------------------|
|       |              | X         |            | Jill Plattner | 1.0  | From: Preschool Teacher – To: K-3 Instructional Assistant | 07-28-2021     | \$14.18 phr                |

**RECOMMENDATION:**

It is recommended that the Governing Board approve the following transfer of employment and individual contracts.



**ACTION ITEM****DATE:** April 13, 2021**ITEM:** Approval of Discontinuance of Employment**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resources Director**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

| ADMIN | CLASS. ADMIN | CERTIFIED | CLASSIFIED | Name             | FTE | Assignment                               | Effective Date | RESIGNATION | NONRENEWAL | DECEASED | RETIREMENT | TERMINATION | LEAVE OF ABSENCE |
|-------|--------------|-----------|------------|------------------|-----|--|----------------|-------------|------------|----------|------------|-------------|------------------|
|       |              |           | X          | Celeste Gabaldon | .94 | Spec. Ed. I.A.<br>(Elementary)           | 03-29-2021     | X           |            |          |            |             |                  |
|       |              |           | X          | Beatriz Castro   | 1.0 | Custodian<br>(Maintenance)               | 04-13-2021     | X           |            |          |            |             |                  |
| X     |              |           |            | Antonio Sanchez  | 1.0 | Superintendent<br>(District Office)      | 06-30-2021     |             |            |          | X          |             |                  |
|       |              |           | X          | Maria Caraveo    | 1.0 | Food Service Head Cook<br>(Food Service) | 05-21-2021     |             |            |          | X          |             |                  |

**RECOMMENDATION:**

It is recommended that the Governing Board approve the following Discontinuance of Employment.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approval of Leave of Absence

**SUBMITTED BY:** \_\_\_\_\_  
 Alex Dumas, Human Resources Director

**RECOMMENDED BY:** \_\_\_\_\_  
 Antonio Sanchez, Superintendent

| ADMIN | CLASS. ADMIN | CERTIFIED | CLASSIFIED | Name             | FTE | Assignment                     | Effective Date                          | RESIGNATION | NONRENEWAL | DECEASED | RETIREMENT | TERMINATION | LEAVE OF ABSENCE |
|-------|--------------|-----------|------------|------------------|-----|--------------------------------|---|-------------|------------|----------|------------|-------------|------------------|
|       |              |           | X          | Barbara Chandler | .94 | Spec. Ed. I.A.<br>(Elementary) | 04-07-2021 – 04-23-2021<br>(FMLA Leave) |             |            |          |            |             | X                |

**RECOMMENDATION:**

It is recommended that the Governing Board approve the following individual Leave of Absence.

**INFORMATION ITEM**

**DATE:** April 13, 2021

**ITEM:** Board Financial Report as of March 31, 2021

**SUBMITTED BY:** \_\_\_\_\_  
Beth Strickler, Director of Business Services & Technology

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**INFORMATION:** All funds are within legal budget limits and are expected to remain so.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Minutes for March 2, 2021

Minutes following

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Minutes for April 1, 2021

Minutes following

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Minutes for April 7, 2021

Minutes following

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approval of the extra duty and stipends

**SUBMITTED BY:** \_\_\_\_\_  
Beth Strickler, Director of Business Services & Technology

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve the extra duty and stipends as of 3/31/2020.

**DISCUSSION/ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Discuss and take action for the advertisement for the position of District Superintendent.

**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resource Director

**RECOMMENDATION:**

The Governing Board may discuss and take action for the advertisement for the position of District Superintendent.



**DISCUSSION/ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Discuss and take action on questions to be included in the District Superintendent position application advertised through the Arizona School Boards Association.

**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resource Director

**RECOMMENDATION:**

The Governing Board may discuss and take action on questions to be included in the District Superintendent position application advertised through the Arizona School Boards Association.

and take action on questions to the included in the District Superintendent position application advertised through the Arizona School Boards Association.

**DISCUSSION/ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Discuss and take action on specific dates related to the search process for a new District Superintendent as presented in the Search Agreement with ASBA.

**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resource Director

**RECOMMENDATION:**

The Governing Board may discuss and take action on specific dates related to the search process for a new District Superintendent as presented in the Search Agreement with ASBA.

**DISCUSSION ITEM**

**DATE:** April 13, 2021

**ITEM:** A representative of the Arizona School Boards Association will provide the Governing Board with an overview of the next superintendent search meeting agenda.

**SUBMITTED BY:** \_\_\_\_\_  
Alex Dumas, Human Resource Director

**INFORMATION:**

A representative of the Arizona School Boards Association will provide the Governing Board with an overview of the next superintendent search meeting agenda.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approval of the New Teacher Mentor grant.

**SUBMITTED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve the New Teacher Mentor grant.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approve Summer School teacher pay rate from \$25 to \$35 an hour for Summer 2021.

**SUBMITTED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve Summer School teacher pay rate from \$25 to \$35 an hour for Summer 2021, to be paid out of ESSER II funds.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approve Substitute pay be increased from \$100 to \$150 for all regular substitutes and long term substitute pay to \$175 beginning April 14, 2021 to May 21, 2021, using ESSER II funds.

**SUBMITTED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Substitute pay be increased from \$100 to \$150 for all regular substitutes and long term substitute pay to \$175 beginning April 14, 2021 to May 21, 2021, using ESSER II funds.

**ACTION ITEM**

**DATE:** April 13, 2021

**ITEM:** Approve afterschool tutoring pay for the rest of the school year and also 2021-2022 school year.

**SUBMITTED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDED BY:** \_\_\_\_\_  
Antonio Sanchez, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve afterschool tutoring pay for the rest of the school year and also 2021-2022 school year, to be paid out of ESSER II funds.

# WILSON ELEMENTARY SCHOOL DISTRICT NO. 7

Governing Board Meeting Minutes for Tuesday, March 2, 2021  
Regular Meeting & Executive Session – 5:00 p.m.

## REGULAR MEETING & EXECUTIVE SESSION

### 1.0 GENERAL FUNCTIONS

**Call to Order** - Meeting began at 5:08 p.m.

**Pledge of Allegiance** – Anna Martinez, Board President, led the Pledge of Allegiance.

**Roll Call** – Mrs. Joyce called roll.

Mrs. Anna Martinez-Present,

Mr. Mario Martinez-Present

#### 1.01 Adoption of Board agenda.

**ACTION**

Approve to adopt the board agenda

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

### 2.0 PUBLIC PARTICIPATION

#### 2.01 None

**DISCUSSION**

### 3.0 SUPERINTENDENT REPORT

#### 3.01 Primary Report – Mrs. Wojcicki, Principal, reported on:

**DISCUSSION**

- Parent Night – Technology 101 – had 1<sup>st</sup> parent night on February 18 from 4:30 to 6:30, parents brought their own devices, received a brochure, helpful checklist and teachers helped them troubleshoot how to log in, use the portal, calendars, Teams, grades and see assignments for their children, had several translators to help translate for parents.
- End of the quarter assessments in ELA, Math and Writing – getting ready to give the 3<sup>rd</sup> quarter assessments, teachers will be scoring the Writing assessments and looking into Math scores to see what they need to be working on for 4<sup>th</sup> quarter, analyzing data from all assessments to see the students growth.
- Eureka Math PD – spent 4 sessions with Eureka Math reps, is as a read-draw-write process, was good to see how K-3 students progressed across grade levels.
- Read Across America and Dr. Seuss’ Birthday Spirit Week – students read aloud, fluency building, and focus metacognitive skill per unit, students and staff dress up.
- Food boxes to the students in (OSS) Onsite Support Services – Community Center provided food boxes to students, parents came to pick up the food boxes.



- 
- Preparation for reopening – setting up classrooms, reviewing the Mitigation Plan, looking over routines and procedures, students will be staying in Pods, and planning for 4<sup>th</sup> quarter.

**3.02 Superintendent Report – Mr. Sanchez, Superintendent, and Mrs. Willey, Curriculum Director, will report on:**

**DISCUSSION**

- Return to School – March 22 – returning to in person instruction, staff had the opportunity to receive the 2<sup>nd</sup> dose of COVID-19 vaccine on February 26 and 27.
- Changes Mitigation Plan – students will wear a mask throughout the day and while outside, Mask breaks provided, student will remain in the same classroom as much as possible, students will be assigned a seat within the classroom, seating charts will be provided to aid in contact tracing, when a positive case occurs, all individuals within 6 feet and for at least 15 minutes will be notified of the exposure and will quarantine, staff who have received the 2 doses of vaccine at least 2 weeks prior will not need to quarantine.
- Metrics – data looking good, numbers keep going in the right direction.

**4.0 APPROVAL OF CONSENT - ACTION**

**4.01 Ratification of expense vouchers:**

**1062 dated February 9, 2021 in the amount of \$3,562.72**

**1064 dated February 17, 2021 in the amount of \$49,973.57**

**1065 dated February 23, 2021 in the amount of \$70,849.39**

**4.02 Ratification of payroll vouchers:**

**1063 dated February 15, 2021 in the amount of \$360,931.62**

**1066 dated March 2, 2021 in the amount of \$356,524.23**

**4.03 Discontinuance of Employment:**

**Melissa Canedo, Instructional Assistant, effective 2/9/21**

**Monique Burns, Nurse Assistant, effective 5/21/21**

**4.04 Leave of Absence:**

**Guadalupe Montoya Munoz, Custodian, effective 2/22/21-3/12/21**

**Marina Castro, Instructional Assistant, effective 2/22/21-3/22/21**

**Maria Cisneros, Food Service Worker, effective 3/1/21-3/19/21**

**4.05 Minutes from February 9, 2021**

**4.06 Board Financial Report as of February 29, 2021**

Approve consent items 4.01-4.06

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

**5.0 FINANCIAL MATTERS**

**5.01 Approval of Interlocal Contract Interstate between County Department of Education and Wilson Elementary School District #7. ACTION**

Approve the Interlocal Contract Interstate between County Department of Education and Wilson Elementary School District #7.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**5.02 Approval of the closure of the Student Activities Account (xxx426900) at Desert Financial Credit Union with monies now being deposited directly with Chase Bank (Maricopa County Treasurer). ACTION**

Approve of the closure of the Student Activities Account (xxx426900) at Desert Financial Credit Union with monies now being deposited directly with Chase Bank (Maricopa County Treasurer).

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**6.0 PERSONNEL MATTERS**

**6.01 Approval of the Travel Reduction Plan for the 2021-2022 school year. ACTION**

Approve the Travel Reduction Plan for the 2021-2022 school year.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**7.0 SCHOOL BUSINESS**

**7.01 Approval of the revised Gifted Scope and Sequence as presented. ACTION**

Approve the revised Gifted Scope and Sequence as presented.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

Break 5:34, return from break at 5:38

**Board added the Call to Executive Session Pursuant to A.R.S. §38-431.03 A.5 ACTION**

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**8.0 EXECUTIVE SESSION**

**8.01 Discussion, or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations with Wilson Educators Association regarding the salaries, salary schedules or compensation paid in the form of fringe benefits to employees of the public body.** **DISCUSSION**

RECESSED TO EXECUTIVE SESSION AT 5:39 P.M.

RECONVENE FROM EXECUTIVE SESSION AT 6:01 P.M.

**8.02 Instruction of Board Representatives as per executive session regarding Meet and Confer.** **ACTION**

Instruct Board Representatives as per executive session regarding Meet and Confer.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

## **9.0 ADJOURNMENT**

Adjourn the meeting. Meeting adjourned at 6:03

**ACTION**

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

Next meeting will be held on Tuesday, April 13 at 5:00 p.m.

---

Anna Martinez, Board President

---

Mario Martinez, Member

# WILSON ELEMENTARY SCHOOL DISTRICT NO. 7

Governing Board Meeting Minutes for Thursday, April 1, 2021  
Special Meeting – 5:00 p.m.

## SPECIAL MEETING

### 1.0 GENERAL FUNCTIONS

**Call to Order** - Meeting began at 5:08 p.m.

**Pledge of Allegiance** – Anna Martinez, Board President, led the Pledge of Allegiance.

**Roll Call** – Mrs. Joyce called roll.

Mrs. Anna Martinez-Present,

Mr. Mario Martinez-Present

#### 1.01 Adoption of Board agenda.

**ACTION**

Approve to adopt the board agenda

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

### 2.0 PUBLIC PARTICIPATION

#### 2.01 None

**DISCUSSION**

### 3.0 SCHOOL BUSINESS

#### 3.01 Approval of agreement between Wilson Elementary School District and the Valley of the Sun (YMCA) Young Men's Christian Association.

**ACTION**

Approve the agreement between Wilson Elementary School District and the Valley of the Sun (YMCA) Young Men's Christian Association.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

#### 3.02 Approval of the agreement between Wilson Elementary School District and St. Mark's Church.

**ACTION**

Approve of the agreement between Wilson Elementary School District and St. Mark's Church.

Discussion followed with Mr. Sanchez, Superintendent, explaining it gives parents another option to park to drop off and pick up their children. The district has an employee who makes sure everything is left as it was found.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

#### 3.03 Approval of a one-time flat amount retention stipend and benefits from the

**ACTION**

Minutes by Usebia Joyce

**Elementary and Secondary School Emergency Relief (ESSER) I grant to classified employees. This retention amount will assist the District in retaining personnel required to ensure qualified personnel are available to meet student needs.**

Approve the one-time flat amount retention stipend and benefits from the Elementary and Secondary School Emergency Relief (ESSER) I grant to classified employees. Discussion followed with Mr. Sanchez, Superintendent, made a comment on the retention stipend. Classified did not receive a raise last year and although this is not a raise, it is a one-time stipend for classified only. It is for work they have done throughout the year and intended to retain staff. The amount of the stipend is based how the employee's contract, 9, 10, 12 month, supervisor positions and took into consideration hire dates. We did make one exception to an employee, who was hired in January, but he comes with 18 years' experience and taking into consideration what the retention, we hope all classified employees are retained.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

Recess at 5:20 p.m. and return from recess at 5:25 p.m.

**3.04 Discussion and possible action regarding the Superintendent position for 2021-2022 school year. Options to be discussed include but are not limited to the following.** **DISCUSSION /ACTION**

- A. Conducting a Superintendent search; and/or**
- B. Hiring an executive search firm, such as the Arizona School Boards Association;**
- C. Temporarily fill the Superintendent position with an Interim Superintendent.**
- D. Temporarily fill the Superintendent position with an Administrator in Charge.**

Approve to direct staff to work with Arizona School Board Association for a contract to do an executive search and come back with options for an Interim short time plan of how the Superintendent position can be filled if needed. Discussion followed with the Board having questions and Mr. Dumas, Human Resource Director, explaining by giving a quick review of the different options for doing an executive search for a Superintendent. He also went over what some other district did for their executive search. He asked the Board to give us direction on how to proceed with the search. Mr. Highlen, Arizona School Board Association, explained that they have a general plan but they customize it to each Board's needs. They work with the Board every step of the way. Mrs. Martinez, Board President asked how long is the time frame, Mr. Highlen explained that it is generally 12 weeks. Mr. Martinez, Board Member, asked how Arizona School Board Association finds candidates. Mr. Highlen, explained they advertise nationwide and have contacts with all universities in state, districts in state, Board of Education, and State Education and over 60 universities across the country and all sister organizations in district states, ask them to post the position. Mr. Martinez, Board Member asked Mr. Dumas, Human Resource Director, regarding the District doing the executive search and he explained that it would be similar to what the Arizona School Board Association does. Mrs. Martinez, Board President asked if Mr. Sanchez could be Interim Superintendent until someone was found. Mr. Dumas, Human Resource Director, explained that would be the discretion of the Board. Mr. Martinez, Board Member, asked when the 12 weeks start for the search. Mr. Dumas, Human Resource Director, explained that it would start after the contract was approved.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**3.05 Approval of the job description of the Superintendent.**

**ACTION**

Approve the job description of the Superintendent with the change to separate the second bullet point on page 2 to two bullet points. Discussion followed with Mr. Martinez, Board Member, explaining that he wanted the section in page 2 separated in the job description, so it would be more noticeable not swept under the rug. Mr. Sanchez, Superintendent suggested that if the Board needed more time to review the job description they could bring back the item.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**4.0 ADJOURNMENT**

Adjourn the meeting. Meeting adjourned at 6:14 p.m.

**ACTION**

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

Next meeting will be held on either Wednesday, April 7 or Thursday, April 8, 2021 at 5:00 p.m.

---

Anna Martinez, Board President

---

Mario Martinez, Member

# WILSON ELEMENTARY SCHOOL DISTRICT NO. 7

Governing Board Meeting Minutes for Wednesday, April 7, 2021

Special Meeting– 5:00 p.m.

## SPECIAL MEETING

### 1.0 GENERAL FUNCTIONS

**Call to Order** - Meeting began at 5:10 p.m.

**Pledge of Allegiance** – Anna Martinez, Board President, led the Pledge of Allegiance.

**Roll Call** – Mrs. Joyce called roll.

Mrs. Anna Martinez-Present,  
Mr. Mario Martinez-Present

#### 1.01 Adoption of Board agenda.

**ACTION**

Approve to adopt the board agenda

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

### 2.0 PUBLIC PARTICIPATION

#### 2.01 None

**DISCUSSION**

### 3.0 SCHOOL BUSINESS

**3.01 Approval of the proposed Search Agreement between Wilson Elementary School District #7 and the Arizona School Boards Association regarding the search for a new District Superintendent and direct the Board President to sign the Agreement on behalf of the Governing Board once in final form.**

**ACTION**

Approve the proposed Search Agreement between Wilson Elementary School District #7 and the Arizona School Boards Association regarding the search for a new District Superintendent and direct the Board President to sign the Agreement on behalf of the Governing Board once in final form.

Discussion followed with Mr. Highlen, Arizona School Boards Association, explaining the Agreement, important that there be confidentiality, especially during executive session, important that the district post all documents appropriately, like board meetings, and on Arizona School Boards Association will be transparent with the Board on all the process. During every step, Arizona School Boards Association will not move forward unless the Board is ready. Based on today's meeting and discussion on dates, he will fill it out and bring it back to have Mrs. Martinez, Board President sign the final form if Board agrees on the Agreement.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

**3.02 Approval of regarding the use of an Arizona School Boards Association community e-survey to collect community thoughts related to the position of District Superintendent.**

**ACTION**

Approve of the e-survey to collect community thoughts related to the position of District Superintendent. Discussion followed with Mr. Martinez, Board Member, asking how soon will he have the survey go out and Mr. Highlen, Arizona School Board Association, said by Friday, he went on to explain that it is in English and Spanish and would provide a statement that would go out or the District can do their own. Mr. Highlen, will send a link to the survey to the District and they would put in on district website and then let the community know where to go to do the survey. Mr. Highlen, would receive the results and bring them to the district but for this to happen need Principals to talk to parents and community and inform them about this survey and have places for the parent and community to be able to go to do survey in case they do not have access to a computer. Usually the e-survey is kept open for three weeks. Mr. Martinez, Board Member, asked the District to have stations available to the public and Mr. Sanchez, Superintendent, said they would have stations available. The e-survey are anonymously and only ask if they are a staff member, parent or community member.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

**3.03 Approval the extent of stakeholder involvement that may be included in the search process for a new District Superintendent and direct the Arizona School Boards Association, in conjunction with District administration, to develop specific plans.**

**ACTION**

Approve the Arizona School Boards Association, in conjunction with District administration, to develop specific plans and bring back to the Board for approval. Discussion followed with Mr. Highlen, Arizona School Boards Association, explaining that the Board already made one decision on having an e-survey for the community; he believes it is important to have a meeting where the community can meet the finalist. An in person community meeting where the community meets the candidates and can ask questions. Mr. Highlen would coordinate the meeting and questions so meeting is only an hour or hour and half. They can also do a zoom meeting with the candidates or combine both and be recorded. It would be good for the Board to attend the meeting, meetings will be posted to say Board will attend but no business or action will take place; Mr. Highlen will ask for the Board to review questions. In addition, a comment card will be available to the public to leave and given to the Board. Mr. Highlen will leave it to the discretion of the Board on how they want to do the meetings. Mr. Sanchez, Superintendent asked how close Mr. Highlen works with Administration, it is a concern to him because a lot of this will come to the Board and there is only two board members, generally there are five board members and the job is spread out. Wilson is unique and do things a little different. A lot of work goes to administrator so how close will Mr. Highlen be working with Human Resource, Board Secretary to come together and come up with specific plans. Mr. Highlen explained that it varies from district to district depending on each situation. He will be working close with Board Secretary and if the Board wants, will work with Human Resource.

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

**3.04 Approval the components of a position advertising document and direct the**

**DISCUSSION**



**Arizona School Board Association to construct and publish an advertising document related to the position of District Superintendent.**

**/ACTION**

Amend the motion to direct district staff to work with Arizona School Boards Association, to develop a job descriptions and salary for consideration at a future board meeting. Discussion followed with Mr. Highlen, Arizona School Board Association, explaining his draft of the position advertising document. Mrs. O'Brien, District lawyer, explained that the Board had approved a job description in the last meeting. Mrs. Martinez, Board President, said she would like the job descriptions be combined. Mr. Highlen, Arizona School Boards Association, explained that he would meet with Mrs. Joyce, Board Secretary and Mr. Dumas, Human Resource Director and work on combining the job descriptions.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

**3.05 Approve questions specific to the District to be included in the District Superintendent position application advertised through the Arizona School Boards Association.**

**DISCUSSION  
/ACTION**

Moved by Mario Martinez, seconded by Anna Martinez  
Motion was tabled.  
Aye: Mario Martinez, Anna Martinez

**3.06 Discussion of a representative of the Arizona School Boards Association to provide an overview of the next search meeting agenda.**

**DISCUSSION**

Discussion followed with Mr. Highlen, Arizona School Boards Association, explained that on the next agenda he will bring information related to the position itself with all the components laid out for the Board to look at and all the other agenda items that were talked about, the application and what questions the Board decided to put on and at the same time approve the agreement but he will fill out the other dates and Board can still modify.

**3.07 Approve Mr. Antonio Sanchez as temporary acting Interim Superintendent, as needed after June 30, 2021.**

**DISCUSSION  
/ACTION**

Approve Mr. Antonio Sanchez as temporary acting Interim Superintendent, as needed after June 30, 2021. Discussion followed, with Mr. Martinez, Board Member, asking if they vote on this item, how long Mr. Sanchez can stay. Mr. Sanchez, Superintendent, explained that his contract ends June 30. He can work until January, February. The process requires a lot of time, he could work until February, gives the Board 10 months. Mr. Martinez, Board Member, asked if he could wait until another year, wants to take his time with the process, he does not want to rush it. Mrs. O'Brien, District lawyer, explained that she would work with Mr. Sanchez to negotiate a contract and bring it to the Board to approve.

Moved by Mario Martinez, seconded by Anna Martinez  
Vote passed, 2/0, unanimously.  
Aye: Mario Martinez, Anna Martinez

#### 4.0 ADJOURNMENT

Adjourn the meeting. Meeting adjourned at 6:33 p.m.

**ACTION**

Moved by Mario Martinez, seconded by Anna Martinez

Vote passed, 2/0, unanimously.

Aye: Mario Martinez, Anna Martinez

Next meeting will be held on either Tuesday, April 13, 2021 at 5:00 p.m.

---

Anna Martinez, Board President

---

Mario Martinez, Member



## **EXECUTIVE SEARCH SERVICES AGREEMENT**

### **Wilson Elementary School District**

THIS EXECUTIVE SEARCH SERVICES AGREEMENT (the "Agreement") is made and entered into by and between the Arizona School Boards Association, Inc. ("ASBA"), a tax-exempt Arizona nonprofit corporation, acting by and through its duly authorized representative, and Wilson Elementary School District of Maricopa County, a political subdivision of the State of Arizona (the "District"). The District and ASBA may be referred to individually as "Party" or collectively as "Parties" throughout this Agreement.

NOW, THEREFORE, the Parties hereto mutually agree for the consideration recited herein, the sufficiency and receipt of which is hereby acknowledged, and upon the stated terms and conditions, as follows:

1. **APPOINTMENT.** District hereby agrees to retain and specifically commissions ASBA, and ASBA hereby agrees to be retained and specially commissioned to perform the Scope of Work set forth in Exhibit A attached hereto and incorporated herein.
2. **TERM and TERMINATION.** This Agreement shall commence on April 13, 2021 and shall not terminate until the Timeline described in Exhibit B is completed, which will be no later than June 30, 2021.
3. The District and ASBA may terminate this Agreement upon five days prior written notice to the other Party with or without cause. In the event of such notice, neither the District nor ASBA will incur further costs, expenses, or fees after receipt of the termination notice. ASBA and District shall meet in good faith to mutually agree upon a prorated payment of compensation for ASBA's services rendered to the date of termination.

ASBA or District may terminate this Agreement immediately upon material breach by the other Party of any obligation, representation, or warranty made hereunder upon five days written notice to the other party. Notice shall be given as outlined in this Agreement.

4. PAYMENT OF COMPENSATION. ASBA shall be paid in accordance with the Compensation Schedule set forth in Exhibit C attached hereto and incorporated herein.
5. CONTRACTOR EXPERIENCE. ASBA represents and warrants to District that ASBA has made a significant investment in training, skills, experience, and other tools and abilities required for performance under this Agreement.
6. CONTRACTOR STANDARDS. ASBA represents and warrants that the Scope of Work shall meet or exceed industry standards and that all work shall be done in the manner of a professional advisor who provides such services.
7. LIMITS OF AUTHORITY. ASBA has only the authority expressly granted herein and may not act in the name of District in any other matter.
8. CHANGES. ASBA and District may amend this Agreement, including the Scope of Work and Schedule of Compensation only by written agreement signed by both parties.
9. REPRESENTATIONS. District does not guarantee any assured profits to ASBA in performance of this Agreement. ASBA shall not make representations otherwise to any third party.
10. INSURANCE. ASBA shall maintain complete and adequate workers' compensation, public liability, and property damage insurance as required by law.
11. DISCLOSURE STATEMENT. ASBA is not entitled to workmen's compensation benefits from District.

ASBA shall perform all services hereunder as an independent contractor, and nothing contained herein shall be deemed to create any association, partnership, joint venture or relationship of principal and agent or employer and employee between parties hereto or any affiliates or subsidiaries thereof, except as explicitly stated herein. ASBA shall not commit, execute, bind, or contractually obligate anything to any person on behalf of District without the prior written consent of District.

12. FISCAL AGENT. ASBA shall act as the fiscal agent and process all District billing through the ASBA office.
13. OUTSIDE SERVICES. All outside services, such as printing and advertising, shall be processed through ASBA and ASBA shall bill the District, if appropriate.
14. MAIL PROCESSING AND SUPPLIES. ASBA shall provide all mail processing, postage, envelopes, letterhead and other supplies.
15. INDEMNIFICATION. Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents. Notwithstanding any other provision of this Agreement to the contrary, any agreement by the District to defend, hold harmless or

indemnify the other Party shall be limited to, and payable only from, the District's available insurance or self-insurance coverage for liability assumed by contract, if any, available as a part of its general liability insurance program.

18. NOTICE. Any notice required or permitted under the terms of this Agreement shall be deemed given or served if sent by certified mail, return receipt requested, postage prepaid, to:

**ASBA**

**Steve Highlen**

**Search Consultant**

Arizona School Boards Association

2100 N. Central Ave., Suite 200

Phoenix, AZ 85004-1441

Phone: (602)254-1100

Fax: 602-254-1177

**WILSON ELEMENTARY SCHOOL DISTRICT**

**Anna Martinez**

**Board President**

Wilson Elementary School District

3025 E. Filmore Street

Phoenix, Arizona 85008

Phone: (602) 681-2200

Fax: (602) 275-7517

19. MISCELLANEOUS.

- a. SEVERABILITY. If any portion of this Agreement shall be declared or held unenforceable for any reason, the remaining portions hereof shall continue in full force and effect.
- b. COMPLETE AGREEMENT. This Agreement is the complete agreement between District and ASBA, and no other promise or representation, whether written or oral, shall be binding except as contained herein. This Agreement may be modified or amended by the written mutual consent of the Parties hereto.
- c. LAW and VENUE. This Agreement shall be construed and interpreted in accordance with the laws of the State of Arizona, and venue for any legal action brought concerning this Agreement shall lie in Maricopa County, Arizona.
- d. NO ASSIGNMENT. ASBA may not assign or transfer, either in whole or in part, any right, duty, benefit, or obligation under this agreement without the prior written consent of District. Nothing herein prevents ASBA from assignment of its employees/contractors to duties required by the Scope of Work.
- e. MEDIATION. District may not bring a lawsuit or other formal legal proceeding for any dispute arising under this Agreement without first having made a good

faith effort to resolve the dispute by mediation before a third-party neutral trained or certified as a mediator. The mediator shall be selected by mutual agreement of both Parties. Each Party's representative in such mediation shall have full authority to compromise and settle any dispute, which is the cause of the proceeding. The mediation shall be held in Maricopa County, Arizona, or at such other location as may be mutually agreeable to both Parties. Each Party shall bear its own expenses for participation in the mediation, including one-half of the mediator's fees. The mediator shall, at the conclusion of the mediation, issue a written statement that either memorializes the agreement of the Parties to resolve the dispute or declares the dispute unresolved, in whole or in part.

- f. TIME. Time is of the essence to all Parties in performance under this Agreement and of all conditions and requirements specified in this Agreement.
- g. CONFIDENTIALITY. In the course of performance under this Agreement ASBA and District may learn of business practices, trade secrets, compilations of information, or other information proprietary to each Party, and each Party does hereby agree to use its best efforts to maintain confidentiality of such information.
- h. CONFLICT OF INTEREST. Pursuant to A.R.S. §38-511, the District may, within three (3) years after the execution of this Agreement, cancel it without further penalty or obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating this Agreement is at any time while the Agreement is in effect, an employee or agent of any other Party to the Agreement in any capacity or a consultant to any other Party, of the contract with respect to the subject matter of the Agreement. A cancellation made pursuant to this provision shall be effective when the other Party receives written notice from the District of the cancellation unless the notice specifies a later time.
- i. E-VERIFY. As required by A.R.S. §41-4401 (Government procurement; E-verify requirement; definitions), each Party warrants that it complies with all Federal immigration laws and regulations, that it shall verify, through the U.S. Department of Homeland Security's E-Verify program, the employment eligibility of each employee who provides services or labor in Arizona for wages or other remuneration, and that it shall require its subcontractors and sub-subcontractors to provide the same warranties to the other Party. Each Party acknowledges that a breach of this warranty by the Party or by any subcontractor or sub-subcontractor under this Agreement shall be deemed a material breach of this Agreement, and is grounds for penalties, including termination of this Agreement, by the non-breaching Party. Each Party retains the legal right to inspect the papers of any Party, subcontractor and sub-subcontractor employee who performs work under this Agreement, and to

conduct random verification of the employment records of the Party and each subcontractor and sub-subcontractor who works on this Agreement, to ensure that the Party and each subcontractor and sub-subcontractor is complying with the warranties set forth above. Each Party shall defend, indemnify and hold harmless the other Party, its Governing Board members, officers, employees and agents from and against any and all claims and demands of any nature, including fines, penalties and expenses of litigation, for which the Party is found, or is alleged to be, liable arising out of the breach of any warranties of the breaching Party or any subcontractor or sub-contractor as specified in this paragraph.

- j. NON-DISCRIMINATION. The Parties shall comply with Executive Order 2009-09 and all other applicable State and Federal employment laws, rules, and regulations, mandating that all persons shall have equal access to employment opportunities, and that no person shall be discriminated against due to race, creed, color, religion, sex, national origin or disability.
- k. IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed in duplicate originals as of the date set forth herein.
- l. Both parties represent that the signatory below is fully authorized by its governing body to execute this Agreement.

**District**

By: \_\_\_\_\_

Print: Anna Martinez

Date: \_\_\_\_\_

**ASBA**

By: \_\_\_\_\_

Print: Steve Highlen

Date: \_\_\_\_\_

## **Exhibit A Scope of Work**

**Duties of ASBA.** ASBA hereby agrees to provide the administrative services necessary to support the Wilson Elementary School District Governing Board's search for a new Superintendent including:

1. Consulting with the Board throughout the superintendent search process
2. Creating a mutually agreed upon timeline
3. Conduct an online community survey
4. Completing a profile for screening and interviewing
5. Advertising the vacancy
6. Compiling online applications as outlined
7. Answering inquiries and corresponding with applicants
8. Arranging and conducting applicant screening
9. Scheduling and arranging interviews
10. Conducting community meeting
11. Completing background checks on candidates selected to interview
12. Facilitating candidate interviews with the Board
13. Following acceptance of contract, provide all application documents to District
14. Post-hire, providing up to three (3) hours of training with the new Superintendent and the Board (further training may be scheduled by agreement at an additional cost)
15. Responding to all media inquiries
16. Protecting confidentiality

### **Duties of the Wilson Elementary School District and its Governing Board:**

1. Providing ASBA consultant with required information and approvals as needed by the scheduled dates: (approval of agreement including exhibits; establishing purchase order; establishing District descriptors, position profile, and District financial profile; establishing timeline)
2. Being present for all required meetings
3. Protecting confidentiality
4. Providing ASBA additional questions for the position application that are specific to District challenges
5. Referring all communications with applicants and press to the ASBA consultant through the time the Board enters into contract negotiations with a finalist
6. Posting all search related board meetings as prescribed by Arizona law
7. Adhering to all conditions of procurement related to the search as prescribed by Arizona law
8. Determining extent of community involvement



9. Work directly with the Board's Attorney related to contract development and negotiations with the final candidate
10. Determining final candidate and entering into contract negotiations
11. Securing all necessary and required documents for employment in the District including the verification for eligibility of employment, Form I-9
12. Adhering to all conditions of the Agency Handbook as prepared by the Office of the Arizona Attorney General related to the Arizona Open Meeting Law

DRAFT

## Exhibit B Timeline\*

As a result of the first meeting with the ASBA Search Consultant and the Board, the following timeline will be confirmed. With the agreement of both parties, the timeline may be adjusted as necessary during the search process.

| PROCESS STEPS   | DATES   |
|---|---|
| <b>Board approval of:</b> <ul style="list-style-type: none"> <li>• ASBA serving as the District’s retained search firm</li> <li>• Search agreement reviewed with Board</li> <li>• Board President as search agreement signor<br/>(Held in open session)</li> </ul>  | <b>Meetings held on 4-7 &amp; 13-21</b>   |
| <b>Electronic Community Survey (E-Survey):</b><br><br><b>E-Survey OPENS</b>   | <b>Survey link and suggested stakeholder language provided to District on 4-7-21. Survey to post as determined by District</b>  |
| <b>E-Survey CLOSES</b> (at noon)  | <b>5-5-21</b>   |
| ASBA provides District with results of E-Survey<br>District disseminates results to individual Board members<br>Board reviews E-Survey in a Board meeting (held in open session)  | <b>Board will be provided with the results of the survey prior to the screening meeting. The results will be presented by ASBA and discussed by the Board at the screening meeting.</b> |
| <b>Community and District leadership meetings</b>   | <b>Date will be determined at the applicant screening meeting</b>   |
| <b>Planning meeting, facilitated by ASBA:</b> <ul style="list-style-type: none"> <li>• ASBA reviews the application process with the Board</li> <li>• District needs discussed and scope of search</li> <li>• Timeline discussed</li> <li>• Attributes for the Job Posting agreed upon</li> <li>• ASBA provides Board with sample questions/themes for the application process</li> <li>• Board may review and approve District specific questions for application</li> </ul> <p style="text-align: center;">(Held in Open Session)</p> | <b>Meetings held on 4-7 &amp; 13-21</b>   |

|  |  |
|--|--|
| <p><b>At a Board Meeting</b></p> <ul style="list-style-type: none"> <li>• Board Approval of Search Agreement</li> <li>• Board designates Board President to sign Agreement and inclusive of Search Timeline (some dates may be flexible base on the progress of the search)</li> <li>• Board Approval of Advertising Document</li> <li>• Board Approves Added District Specific Questions to Application</li> </ul> <p style="text-align: right;">(Held in Open Session)</p>   | <p><b>Meetings held on 4-7 &amp; 13-21</b></p>   |
| <p><b>District's Attorney</b><br/>Board President contacts District's attorney to advise of search schedule and need for assistance with contract negotiations</p>   | <p><b>As determined by the Governing Board</b></p>   |
| <p><b>Community/Staff Notice</b><br/>District administration will establish avenues and dates for communication to the community and staff regarding community involvement in the process inclusive of the e-survey and community/leadership/ meetings</p>   | <p><b>As determined by Board/ District administration in compliance with the search timeline</b></p> |
| <p><b>Date the Search <b>OPENS</b></b></p>   | <p><b>Position posted 4-14-21 (by 5pm Arizona time)</b></p>  |
| <p><b>Date the Search <b>CLOSES</b></b></p>  | <p><b>5-14-21 (at 12 Noon Arizona time)</b></p>  |
| <p><b>Applicant Screening:</b></p> <ul style="list-style-type: none"> <li>• ASBA facilitates Board review of applicants (Held in Executive Session)</li> <li>• Board considers applicants to invite for first interview</li> <li>• Board reviews and considers interview process for first interview</li> <li>• ASBA reviews with Board sample questions/themes related to the interview process and Board considers the development of questions for the first interview</li> <li>• Board reviews schedule for final interview process including schedule and process for community meeting</li> </ul> <p style="text-align: right;">(Held in Open Session)</p> | <p><b>5-18-21 Starting at 5:00p</b></p>  |
| <ul style="list-style-type: none"> <li>• ASBA notifies all applicants</li> <li>• ASBA runs background search on applicants to be interviewed</li> </ul>  | <p><b>5-19-21</b></p>  |
| <p><b>First Round Interviews:</b></p> <ul style="list-style-type: none"> <li>• ASBA facilitates interviews with Board (Executive Session)</li> <li>• ASBA facilitates Board discussion of candidates (Executive Session)</li> <li>• Board may offer two or more applicants an opportunity to interview a second time</li> </ul>  | <p><b>Date to be determined by board at 4-13 meeting</b></p>   |

|  |   |
|--|---|
| <ul style="list-style-type: none"> <li>ASBA reviews with Board process and questions related to final interview – Board will consider direction</li> </ul> <p>(Held in Open Session)</p>   |   |
| <p><b>Finalist Interviews and community meeting:</b></p> <ul style="list-style-type: none"> <li>ASBA facilitates finalist interviews with Board (Executive Session)</li> <li>ASBA facilitates community meeting with finalists</li> </ul>  | <p><b>Date to be determined by Board at 4-13 meeting</b></p> <p><b>District administration and ASBA rep will propose a date for and structure of community meeting at the screening meeting to be held on 5-18-21</b></p> |
| <p><b>Board Meeting to Consider Candidates</b><br/>ASBA facilitates Board discussion of finalists and Board may consider offering to enter into contract negotiations with a specific finalist for the position of District Superintendent</p> <p>(Discussion held in Executive Session)<br/>(Offer addressed in Open Session)</p> | <p><b>Date to be determined by Board at 4-13-21</b></p>   |
| <p><b>Board names new Superintendent</b> (Held in Open Session)</p>  | <p><b>Determined by the Board</b></p>   |
| <p><b>New Superintendent begins duties</b></p>   | <p><b>Determined in Contract</b></p>  |
| <p><b>ASBA facilitates a training session with new Superintendent and Governing Board</b></p>  | <p><b>Post-Hire within six months of the superintendent's start date</b></p>  |

**\*This timeline maybe adjusted with the agreement of both parties.**

## Exhibit C Compensation Schedule

**The District shall pay ASBA \$4,700, plus expenses,** for the services noted in Exhibit A, which includes up to four (4) search meetings plus one (1) three hour training meeting with the Board, ASBA administrative support, use of ASBA's applicant tracking system, and ASBA intellectual capital.

Additional meetings requested by the Board will cost an additional \$500 per meeting plus expenses.

Additional meetings may include:

- Additional site visits to facilitate staff/community forums
- Additional applicant interview dates
- Additional community meetings

Typical expenses include:

- Mileage at \$0.575/mile or fuel and rental fees
- Office supplies
- Hotel accommodations and meals, if needed
- Online background checks for Finalists @ \$175/person:
  - Motor Vehicle Report
  - Education Verification
  - Employment Verification
  - SS# / Alias Trace
  - Federal & County Crime History (7 years)
  - USA CriminalSearch Plus

If appropriate, the District shall pay any costs incurred by ASBA for outside services as outlined in Section 15.

ASBA shall invoice the District for all compensation due pursuant to this Agreement and its attached Exhibits and District shall pay said invoices within thirty (30) days of receipt.

BOARD APPROVAL OF ADD'L COMPENSATION

Revised 3/29/2021

| Name                          | Position Description         | Fund | Rate of pay | From      | To        |
|-------------------------------|------------------------------|------|-------------|-----------|-----------|
| <b><u>Work Agreements</u></b> |                              |      |             |           |           |
| BUS DRIVER                    | SPRING BREAK MAINTENACE      | 1    | Hourly Rate | 3/8/2021  | 3/12/2021 |
| CUSTODIAN                     | SPRING BREAK MAINTENACE      | 1    | Hourly Rate | 3/8/2021  | 3/12/2021 |
| CUSTODIAN                     | SPRING BREAK MAINTENACE      | 1    | Hourly Rate | 3/8/2021  | 3/12/2021 |
| CUSTODIAN                     | SPRING BREAK MAINTENACE      | 1    | Hourly Rate | 3/8/2021  | 3/12/2021 |
| CUSTODIAN                     | SPRING BREAK MAINTENACE      | 1    | Hourly Rate | 3/8/2021  | 3/12/2021 |
| CUSTODIAN                     | EXTRA DUTY MAINTENANCE       | 1    | Hourly Rate | 3/8/2021  | 5/21/2021 |
| INSTRUCTIONAL ASSISTANT       | HOMEWORK CLUB-PRIMARY SCHOOL | 526  | Hourly Rate | 3/22/2021 | 5/21/2021 |

---

# WILSON ELEMENTARY SCHOOL DISTRICT NO. 7

---

## Comprehensive Annual Financial Report

Fiscal Year Ended June 30, 2020



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**

**PHOENIX, ARIZONA**

**COMPREHENSIVE ANNUAL FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

Issued by:  
Business and Finance Department



# WILSON ELEMENTARY SCHOOL DISTRICT NO. 7

## TABLE OF CONTENTS

| <b><u>INTRODUCTORY SECTION</u></b>   | <b><u>Page</u></b> |
|--|--------------------|
| Letter of Transmittal  | 1                  |
| ASBO Certificate of Excellence   | 8                  |
| GFOA Certificate of Achievement  | 9                  |
| Organization Chart   | 10                 |
| List of Principal Officials  | 11                 |
| <br>   |                    |
| <b><u>FINANCIAL SECTION</u></b>  |                    |
| INDEPENDENT AUDITOR'S REPORT   | 15                 |
| MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  | 19                 |
| <br>   |                    |
| BASIC FINANCIAL STATEMENTS   |                    |
| Government-Wide Financial Statements:  |                    |
| Statement of Net Position  | 32                 |
| Statement of Activities  | 33                 |
| Fund Financial Statements:   |                    |
| Balance Sheet - Governmental Funds   | 36                 |
| Reconciliation of the Balance Sheet -<br>Governmental Funds to the Statement of Net Position   | 39                 |
| Statement of Revenues, Expenditures and Changes in Fund Balances -<br>Governmental Funds   | 40                 |
| Reconciliation of the Statement of Revenues, Expenditures and<br>Changes in Fund Balances - Governmental Funds to the<br>Statement of Activities | 42                 |
| Notes to Financial Statements  | 43                 |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**

**TABLE OF CONTENTS**

| <b><u>FINANCIAL SECTION</u></b>   | <b><u>Page</u></b> |
|---|--------------------|
| <b>REQUIRED SUPPLEMENTARY INFORMATION</b>   |                    |
| Schedule of Revenues Expenditures and Changes in Fund Balances –<br>Budget and Actual:  |                    |
| General Fund  | 66                 |
| Classroom Site Fund   | 67                 |
| Pension Schedules   | 68                 |
| Notes to Required Supplementary Information   | 71                 |
| <b>COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND<br/>SCHEDULES</b>   |                    |
| Governmental Funds:   |                    |
| Combining Balance Sheet - All Non-Major Governmental Funds -<br>By Fund Type  | 76                 |
| Combining Statement of Revenues, Expenditures and Changes in<br>Fund Balances - All Non-Major Governmental Funds - By Fund Type | 77                 |
| Special Revenue Funds:  |                    |
| Combining Balance Sheet   | 80                 |
| Combining Statement of Revenues, Expenditures and<br>Changes in Fund Balances   | 86                 |
| Combining Schedule of Revenues, Expenditures and<br>Changes in Fund Balances - Budget and Actual                                | 92                 |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**

**TABLE OF CONTENTS**

| <b><u>FINANCIAL SECTION</u></b>   | <b><u>Page</u></b> |
|---|--------------------|
| COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES                              |                    |
| Debt Service Fund:  |                    |
| Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual            | 110                |
| Capital Projects Funds:   |                    |
| Combining Balance Sheet   | 112                |
| Combining Statement of Revenues, Expenditures and Changes in Fund Balances                    | 113                |
| Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual | 114                |
| <br>  |                    |
| <b><u>STATISTICAL SECTION</u></b>   |                    |
| Financial Trends:   |                    |
| Net Position by Component   | 120                |
| Expenses, Program Revenues, and Net (Expense)/Revenue   | 121                |
| General Revenues and Total Changes in Net Position  | 123                |
| Fund Balances - Governmental Funds  | 125                |
| Governmental Funds Revenues   | 127                |
| Governmental Funds Expenditures and Debt Service Ratio  | 129                |
| Other Financing Sources and Uses and Net Changes in Fund Balances - Governmental Funds        | 131                |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**

**TABLE OF CONTENTS**

| <b><u>STATISTICAL SECTION</u></b>   | <b><u>Page</u></b> |
|---|--------------------|
| Revenue Capacity:   |                    |
| Net Limited Assessed Value and Full Cash Value of Taxable Property by Class | 132                |
| Net Full Cash Assessed Value of Taxable Property by Class                   | 133                |
| Property Tax Assessment Ratios  | 134                |
| Direct and Overlapping Property Tax Rates                                   | 135                |
| Principal Property Taxpayers  | 136                |
| Property Tax Levies and Collections   | 137                |
| Debt Capacity:  |                    |
| Outstanding Debt by Type  | 138                |
| Direct and Overlapping Governmental Activities Debt                         | 139                |
| Direct and Overlapping General Bonded Debt Ratios                           | 139                |
| Legal Debt Margin Information   | 140                |
| Demographic and Economic Information:                                       |                    |
| County-Wide Demographic and Economic Statistics                             | 141                |
| Principal Employers   | 142                |
| Operating Information:  |                    |
| Full-Time Equivalent District Employees by Type                             | 143                |
| Operating Statistics  | 145                |
| Capital Assets Information  | 146                |

(This page intentionally left blank)

## **INTRODUCTORY SECTION**

(This page intentionally left blank)



## WILSON ELEMENTARY SCHOOL DISTRICT NO.7

3025 E. Fillmore Street • Phoenix, Arizona 85008  
Phone (602) 681-2200 • Fax: (602-275-7517)

Antonio A. Sanchez, Superintendent

December 17, 2020

Citizens and Governing Board  
Wilson Elementary School District No. 7  
3025 East Fillmore Street  
Phoenix, Arizona 85008

State law mandates that school districts required to undergo an annual single audit publish a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States of America and audited in accordance with auditing standards generally accepted in the United States by a certified public accounting firm licensed in the State of Arizona. Pursuant to that requirement, we hereby issue the comprehensive annual financial report of the Wilson Elementary School District No. 7 (District) for the fiscal year ended June 30, 2020.

This report consists of management's representations concerning the finances of the District. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the District has established a comprehensive internal control framework that is designed both to protect the District's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the District's financial statements in conformity with accounting principles generally accepted in the United States of America. Because the cost of internal controls should not outweigh their benefits, the District's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free of material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The District's financial statements have been audited by Heinfeld, Meech & Co., P.C., a certified public accounting firm. The goal of the independent audit was to provide reasonable assurance that the financial statements of the District for the fiscal year ended June 30, 2020, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditors concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the District's financial statements for the fiscal year ended June 30, 2020, are fairly presented in conformity with accounting principles generally accepted in the United States of America. The independent auditor's report is presented as the first component of the financial section of this report.



The independent audit of the financial statements of the District was part of a broader, federally mandated Single Audit as required by the provisions of the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the District's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in a separately issued Single Audit Reporting Package.

Accounting principles generally accepted in the United States of America require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District's MD&A can be found immediately following the report of the independent auditors.

## **PROFILE OF THE DISTRICT**

The District is one of 58 public school districts located in Maricopa County, Arizona. It provides a program of public education from pre-kindergarten through grade eight, with an average daily membership of 1,070 students. It includes two schools, Wilson Primary School serving grades K-3 and the Wilson Elementary School serving grades 4-8. It also houses a Head Start program, which is closely integrated with the District programs.

District student enrollment has been consistent the past three years, but the District anticipates a fluctuating population during the next few years. There are housing renovations currently taking place around the District which we anticipate should impact our student enrollment depending on the anticipated rental value.

The District is a model for successful inner-city school districts. The District has received multiple awards for educational success and fiscal management, and has maintained state levels of performance above the state average. Both District schools Wilson Elementary and Wilson Primary School were given a C grade, on the AZ Learns educational rating scale of the state. Our student membership has remained relatively stable as compared to neighboring school districts, and over 90% of parents rate the District as providing a quality education.

The District is noted statewide for its high technology educational programs which include one computer per student. As the District serves a large portion of disadvantaged and homeless students, it provides a community focal point with programs extending beyond the traditional public school educational coursework. The District's community has supported the educational programs through the passage of budget overrides and bonds.

The District's Governing Board is organized under Section 15-321 of the Arizona Revised Statutes (A.R.S.). Management of the District is independent of other state or local governments. The County Treasurer collects taxes for the District, but exercises no control over its expenditures/expenses.

The membership of the Governing Board consists of three members elected by the public. Under existing statutes, the Governing Board's duties and powers include, but are not limited to, the acquisition, maintenance and disposition of school property; the development and adoption of a school program; and the establishment, organization and operation of schools. The Board also has broad financial responsibilities, including the approval of the annual budget, and the establishment of a system of accounting and budgetary controls.

The financial reporting entity consists of a primary government and its component units. A component unit is a legally separate entity that must be included in the reporting entity in conformity with generally accepted accounting principles. The District is a primary government because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. Furthermore, there are no component units combined with the District for financial statement presentation purposes, and the District is not included in any other governmental reporting entity. Consequently, the District's financial statements include only the funds of those organizational entities for which its elected governing board is financially accountable. The District's major operations include education, student transportation, maintenance of District facilities and food services.

The current school buildings were constructed in the late 1980's; however, since then the District has undergone several remodels and upgrades. In phase 1 of the renovations, the district remodeled ten (10) classrooms and a STEM lab. In FY2020, nine (9) additional classrooms were remodeled, including the purchase of new modern student and teacher desks and chairs.

## **ECONOMIC CONDITION AND OUTLOOK**

The District is located entirely within the City of Phoenix on the City's east side, and encompasses an area of 11 square miles, which includes Phoenix's Sky Harbor International Airport. The economic base of the District is dominated by Phoenix Sky Harbor International Airport and the surrounding commercial and industrial developments. Less than 5 percent of the District's property tax payments come from residential taxpayers, indicating that the District is commercially oriented.

The City of Phoenix is the capital and largest city of Arizona and is the county seat as well. Phoenix was founded in 1870 and incorporated in 1881. The city encompasses an area of over 500 square miles. Phoenix is the sixth most populous city in the United States and according to the United States Census Bureau, the 2019 population of the city was 1,680,992. The Phoenix metropolitan area is the population and economic activity center of the entire state. Phoenix is one of the leaders in the economics of the Southwestern area of the United States. The City of Phoenix maintains a Moody's general obligation bond rating of Aa1 and a AA+ rating from Standard and Poor. It enjoys a highly diversified economic base consisting of manufacturing, agriculture, tourism, construction, education, distribution centers, finance and retailing.

The annual expenditure budget serves as the foundation for the District's financial planning and control. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual expenditure budget approved by the District's Governing Board.

The expenditure budget is prepared by fund for all Governmental Funds and includes function and object code detail for the General Fund and some Special Revenue and Capital Projects Funds. The legal level of budgetary control (that is, the level at which expenditures cannot exceed the appropriated amount) is established at the individual fund level for all funds. Funds that are not required to legally adopt a budget may have over-expenditures of budgeted funds. The budget for these funds is simply an estimate and does not prevent the District from exceeding the budget as long as the necessary revenue is earned. The District is not required to prepare an annual budget of revenues therefore a deficit budgeted fund balance may be presented. However, this does not affect the District's ability to expend monies.

## **MAJOR INITIATIVES FOR THE YEAR AND FOR THE FUTURE**

A strategic plan to enhance the success of students, the growth of the District, and the community has been developed to focus on the following areas.

### Provide Excellence in Student Achievement in Verbal, Quantitative and Critical Thinking

The District will provide a balanced curriculum to meet the diverse needs of its student population. Increased emphasis will be placed on instructional and management strategies that enhance improved academic performance. The instructional environment will foster each student's opportunities for success. Articulation with the high school district and the post-secondary educational institutions will facilitate the smooth transition of students from one level of instruction to another. Curriculum has been carefully aligned to state standards including the new Common Core or College and Career Standards. The District has good AZ Merit test scores when compared with surrounding adjacent districts and has numerous students attending from outside the District.

### Develop Management Efficiency

Wilson Elementary School District shall be efficiently managed so that routine and necessary projects are accomplished in order to permit improvement and savings in the operation of the District. Steps will be taken to conserve resources and to provide a healthy and safe work and study environment - one that recognizes the expense of operating a contemporary school system. Accountability and quality assurance will be the underlying strategies.

### Develop External Sources

Wilson Elementary School District will explore all possible external sources of revenues. Emphasis is placed on solicitation of funds from governmental agencies and from the private sector as well as other nontraditional sources. Volunteerism, community and parental involvement are encouraged through school and community activities. Partnerships include reading tutoring programs through AARP and financial donations from American Family Insurance.

### Maintain Good Employee Relations

Wilson Elementary School District continues to create a working atmosphere that enhances employee morale. Relations between management and employee organizations are respectful, friendly and positive. Every attempt shall be made to ensure that all employee roles and responsibilities are conducted in an atmosphere of mutual respect.

### Enhance Parental and Community Involvement

Programs and activities will be established which will inform the community about the quality of education at Wilson Schools. Emphasis shall be given to programs that highlight student achievements, employee contributions, and parent participation. “Wilson Newsletter” is the District’s own internal publication published quarterly. This news briefing keeps students, employees, parents, and volunteer organizations up to date on current events at the District. In addition, parent newsletters will be published by the schools. A multi-purpose building houses a community center, as well as special classrooms for arts. Through the community center the district provides GED classes, health and nutrition classes, as well as provides the hub for community donations. In addition, the district partners with Head Start to provide early education for preschool students and programs to educate families. It is the intent of the District to service not only our students but our community at large in the high technology library.

### Provide Special Programs for At-Risk Students

Wilson Elementary School District shall continue to work with volunteer organizations as mentors to enhance students' reading ability on a regular basis through AARP tutoring program. All students in Wilson School District participate in Advancement via Individual Determination (AVID) which is a college-bound program that provides instructional models and additional support to students to create high school and college readiness. Additional support includes tutorials with college students, college counseling, as well as a rigorous curriculum for our Elementary students. Wilson Elementary maintains its status as a National Demonstration AVID school in the country.

### Provide Technology for Classroom Instruction

Wilson Elementary School District will provide above standard access to computer-aided learning for all students with a one-to-one computer to student ratio. Students are permitted to take their school-issued device home with them to provide each student with the opportunity to continue their learning while off campus. To facilitate this, the District provides a comprehensive technology integration plan to meet the diverse needs of the students and staff. A learning environment has been created where computer aided learning will move the teaching of all subjects to a true individualized approach. The District possesses computer technology that includes, but is not limited to, the following: one computer per student; District LAN system; current researched-based instructional software; text processing tools; analytical and information tools; programming and operating systems; educational games and simulations; graphics and operating tools; internal and external network communications and multimedia. The District will provide wireless Internet access for kindergarten through eighth grade students under the direction of school administration and teachers. Twenty-first century technology tools, including interactive display monitors, projectors and sound enhancement systems are incorporated into the plan for every classroom. In the spring of 2020, schools were closed due to the COVID pandemic. Wilson School District deployed student laptops to ensure continuous learning during this closure. The district partnered with Connect to Compete to provide low cost internet access to families.

## **FACTORS AFFECTING FINANCIAL CONDITION**

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the District operates.

**Local Economy.** The Phoenix metropolitan area and the rest of Maricopa County have become one of the fastest growing regional markets in the United States. The number of manufacturing and wholesale businesses located in the metropolitan area is approaching 3,000. Past growth has been stimulated by a combination of warm climate, a substantial well-educated labor pool, a wide range of support industries, and a governmental climate that is supportive of economic growth and investment.

A few of the major firms represented in the Phoenix metropolitan area include Freeport-McMoran Copper & Gold, Intel Corp., U.S. Airways, Banner Health Systems, Wal-Mart Stores, Inc., Wells Fargo Company, and Dignity Health. In addition, the metropolitan area provides excellent educational and training opportunities through seven community colleges, four private colleges and graduate schools, and one state university.

Maricopa County is located in the south-central portion of Arizona and encompasses an area of approximately 9,226 square miles. Its boundaries encompass the cities of Phoenix, Scottsdale, Mesa, Tempe, Glendale, Chandler, and such towns as Gilbert, Paradise Valley and Fountain Hills. Maricopa County is currently the nation's fourth largest county in terms of population size and the 14th in land area. The County's 2020 population was estimated at 4,485,414 and expected to reach 6 million by 2030. Maricopa County has a very wide range of economic sectors supporting its potential continuous growth.

Service is the largest employment sector in the County, partly fueled by the \$2+ billion per year tourist industry. The County has excellent accommodations, diverse cultural and recreational activities, and a favorable climate attracting millions to the area annually. Wholesale and retail trade is the second largest employment category, employing over a quarter million people.

Manufacturing consisting primarily of high technology companies is the third largest employer. Other factors aiding economic growth include major expansions of the international airport serving the area, a favorable business climate and the presence of a well-developed and expanding transportation infrastructure.

## **AWARDS AND ACKNOWLEDGMENTS**

**Awards.** The Association of School Business Officials (ASBO) awarded a Certificate of Excellence in Financial Reporting to the District for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. In addition, the Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. In order to be awarded these certificates, the District published an easily readable and efficiently organized Comprehensive Annual Financial Report. This report satisfied both accounting principles generally accepted in the United States of America and applicable legal requirements.

These certificates are valid for a period of one year only. We believe that our current Comprehensive Annual Financial Report continues to meet the programs' requirements and we are submitting it to ASBO and GFOA to determine its eligibility for the fiscal year ended June 30, 2020 certificates.

**Acknowledgments.** The preparation of the comprehensive annual financial report on a timely basis was made possible by the dedicated service of the entire staff of the business and finance department. Each member of the department has our sincere appreciation for the contributions made in the preparation of this report.

In closing, without the leadership and support of the Governing Board of the District, preparation of this report would not have been possible.

Respectfully submitted,



Antonio Sanchez  
Superintendent



Beth Strickler  
Director of Business Services & Technology



**The Certificate of Excellence in Financial Reporting  
is presented to**

## **Wilson Elementary School District No. 7**

**for its Comprehensive Annual Financial Report (CAFR)  
for the Fiscal Year Ended June 30, 2019.**

The CAFR meets the criteria established for  
ASBO International's Certificate of Excellence.



A handwritten signature in black ink that reads 'Claire Hertz'.

**Claire Hertz, SFO**  
President

A handwritten signature in black ink that reads 'David J. Lewis'.

**David J. Lewis**  
Executive Director



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Wilson Elementary School District  
No. 7, Arizona**

For its Comprehensive Annual  
Financial Report  
For the Fiscal Year Ended

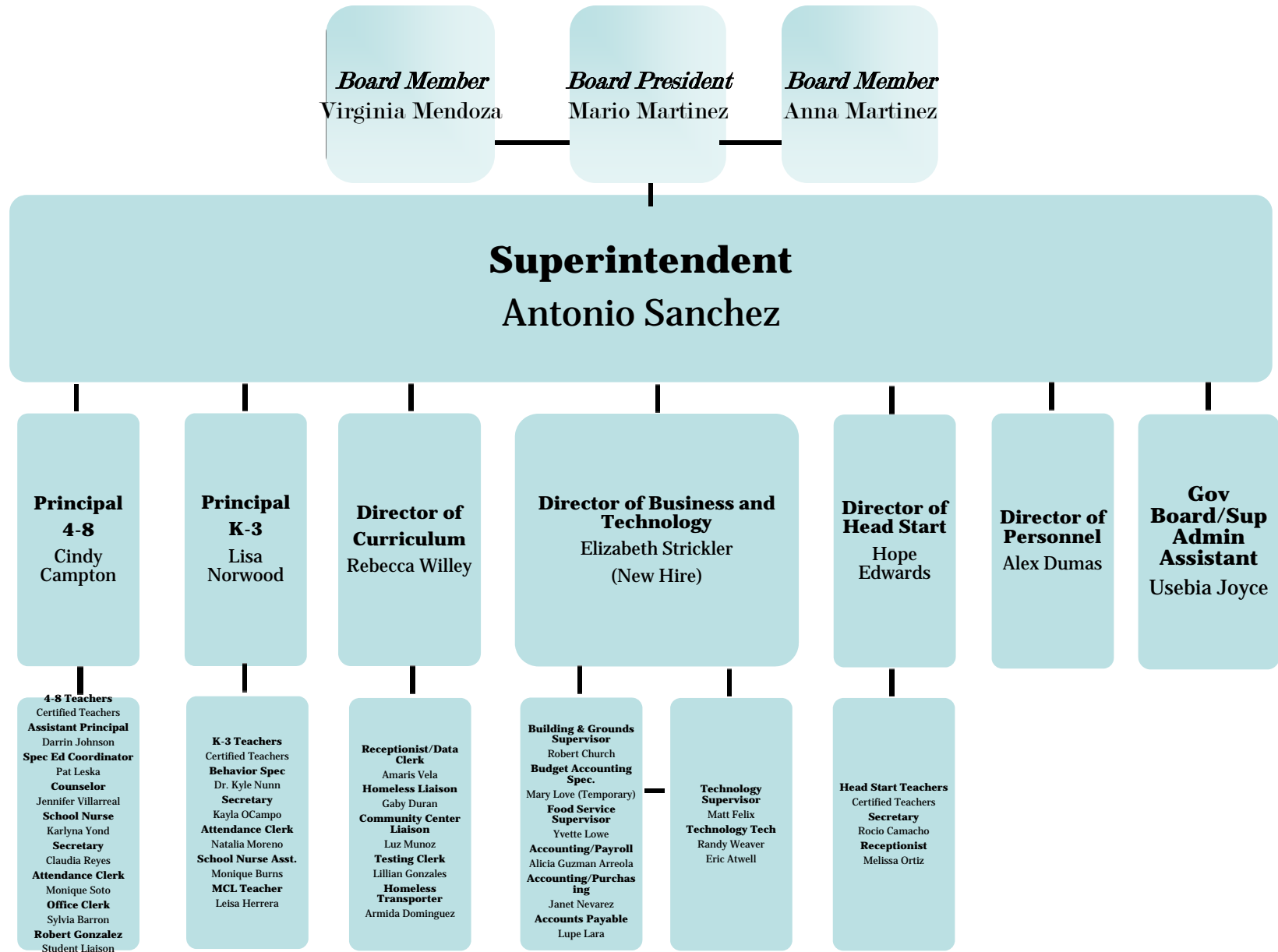
June 30, 2019

*Christopher P. Morrill*

Executive Director/CEO



# Wilson School District #7 Organizational Chart 2019-2020



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**

**LIST OF PRINCIPAL OFFICIALS**

**GOVERNING BOARD**

Virginia Mendoza, President

Anna Martinez, Member

Mario Martinez, Member

**ADMINISTRATIVE STAFF**

Antonio Sanchez, Superintendent

Beth Strickler, Director of Business Services & Technology

(This page intentionally left blank)

**FINANCIAL SECTION**

(This page intentionally left blank)

## INDEPENDENT AUDITOR'S REPORT

Governing Board  
Wilson Elementary School District No. 7

### **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 Wilson Elementary School District No. 7 (District), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

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

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

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

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Wilson Elementary School District No. 7, as of June 30, 2020, 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.

### ***Change in Accounting Principle***

As described in Note 1, the District implemented the provisions of the Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*, for the year ended June 30, 2020, which represents a change in accounting principle. Our opinion is not modified with respect to this matter.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information and net pension liability information as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The Introductory Section, Combining and Individual Fund Financial Statements and Schedules, and Statistical Section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining and Individual Fund Financial Statements and Schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. 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 Combining and Individual Fund Financial Statements and Schedules information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The Introductory Section and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2020, on our consideration of Wilson Elementary School District No. 7'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 Wilson Elementary School District No. 7'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 Wilson Elementary School District No. 7's internal control over financial reporting and compliance.

*Heinfeld Meech & Co. PC*

Heinfeld, Meech & Co., P.C.  
Phoenix, Arizona  
December 17, 2020

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**  
**(Required Supplementary Information)**



(This page intentionally left blank)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

As management of the Wilson Elementary School District No. 7 (District), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2020. The management's discussion and analysis is presented as required supplementary information to supplement the basic financial statements. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found in the introductory section of this report.

### **FINANCIAL HIGHLIGHTS**

- The District's total net position of governmental activities increased \$164,722 which represents a one percent increase from the prior fiscal year.
- General revenues accounted for \$11.4 million in revenue, or 75 percent of all current fiscal year revenues. Program specific revenue in the form of charges for services and grants and contributions accounted for \$3.9 million or 25 percent of total current fiscal year revenues.
- The District had approximately \$15.1 million in expenses related to governmental activities, an increase of six percent from the prior fiscal year, primarily due to increasing teacher salaries.
- Among major funds, the General Fund had \$9.8 million current fiscal year revenues, which primarily consisted of state aid and property taxes, and \$9.7 million in expenditures. The General Fund's fund balance increased from \$3.7 million at the prior fiscal year end to \$3.9 million at the end of the current fiscal year.

### **OVERVIEW OF FINANCIAL STATEMENTS**

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

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

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**OVERVIEW OF FINANCIAL STATEMENTS**

The statement of net position presents information on all of the District's assets, liabilities, and deferred inflows/outflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

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

The government-wide financial statements outline functions of the District that are principally supported by property taxes and intergovernmental revenues. The governmental activities of the District include instruction, support services, operation and maintenance of plant services, student transportation services, operation of non-instructional services, and interest on long-term debt.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are reported as governmental funds.

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

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

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**OVERVIEW OF FINANCIAL STATEMENTS**

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General, Classroom Site, and Debt Service Funds, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements and schedules.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's budget process and pension plan. The District adopts an annual expenditure budget for all governmental funds. A schedule of revenues, expenditures and changes in fund balances - budget and actual has been provided for the General Fund and the major special revenue fund as required supplementary information. Schedules for the pension plan have been provided as required supplementary information.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflows exceeded liabilities and deferred inflows by \$15.5 million at the current fiscal year end.

The largest portion of the District's net position reflects its investment in capital assets (e.g., land and improvements, buildings and improvements, vehicles, furniture and equipment and construction in progress), less any related outstanding debt used to acquire those assets. The District uses these capital assets to provide services to its students; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. In addition, a portion of the District's net position represents resources that are subject to external restrictions on how they may be used.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The following table presents a summary of the District's net position for the fiscal years ended June 30, 2020 and June 30, 2019.

|                                  | As of<br>June 30, 2020 | As of<br>June 30, 2019 |
|----------------------------------|------------------------|------------------------|
| Current and other assets         | \$ 8,277,465           | \$ 7,753,390           |
| Capital assets, net              | 22,832,256             | 23,705,586             |
| Total assets                     | <u>31,109,721</u>      | <u>31,458,976</u>      |
| Deferred outflows                | <u>1,148,162</u>       | <u>1,819,804</u>       |
| Current and other liabilities    | 666,733                | 677,996                |
| Long-term liabilities            | 14,846,870             | 15,531,381             |
| Total liabilities                | <u>15,513,603</u>      | <u>16,209,377</u>      |
| Deferred inflows                 | <u>1,214,707</u>       | <u>1,718,051</u>       |
| Net position:                    |                        |                        |
| Net investment in capital assets | 18,930,880             | 19,283,466             |
| Restricted                       | 3,173,026              | 2,515,573              |
| Unrestricted                     | (6,574,333)            | (6,447,687)            |
| Total net position               | <u>\$ 15,529,573</u>   | <u>\$ 15,351,352</u>   |

At the end of the current fiscal year the District reported positive balances in two categories of net position while unrestricted net position reported a deficit of \$6.6 million. The deficit is due to the District's proportionate share of the state pension plan's unfunded liability. The same situation held true for the prior fiscal year.

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets. The following are significant current year transactions that had an impact on the Statement of Net Position.

- The retirement of \$520,744 of bonds and premium.
- The addition of \$291,670 in capital assets primarily due to District-wide acquisitions of vehicles, furniture, and equipment and the completion of building improvements.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

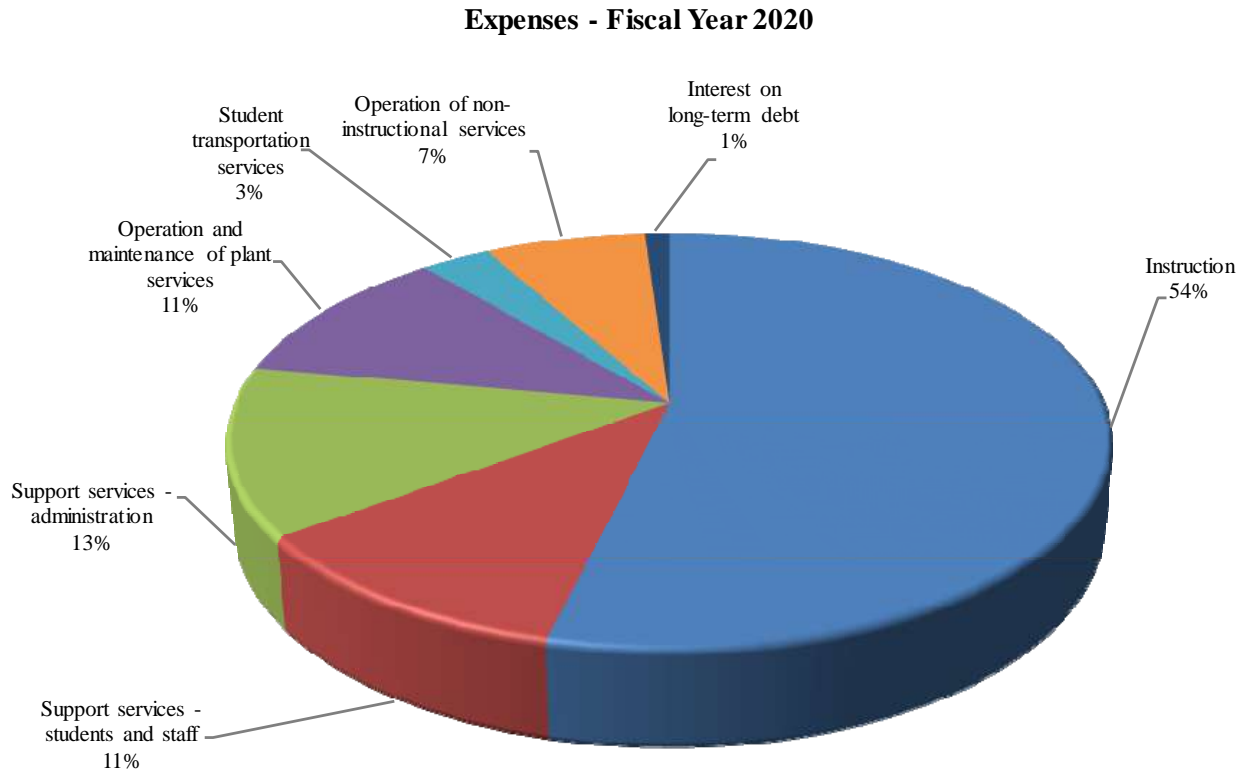
**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

**Changes in net position.** The District's total revenues for the current fiscal year were \$15.3 million. The total cost of all programs and services was \$15.1 million. The following table presents a summary of the changes in net position for the fiscal years ended June 30, 2020 and June 30, 2019.

|   | Fiscal Year<br>Ended<br>June 30, 2020 | Fiscal Year<br>Ended<br>June 30, 2019 |
|---|---------------------------------------|---------------------------------------|
| <b>Revenues:</b>                            |                                       |                                       |
| Program revenues:                           |                                       |                                       |
| Charges for services                        | \$ 720,693                            | \$ 534,787                            |
| Operating grants and contributions          | 3,020,636                             | 3,123,721                             |
| Capital grants and contributions            | 138,981                               | 72,176                                |
| General revenues:                           |                                       |                                       |
| Property taxes                              | 6,540,348                             | 6,204,827                             |
| Investment income                           | 115,544                               | 87,300                                |
| Unrestricted county aid                     | 362,085                               | 400,296                               |
| Unrestricted state aid                      | 4,363,937                             | 4,388,350                             |
| <b>Total revenues</b>                       | <u>15,262,224</u>                     | <u>14,811,457</u>                     |
| <b>Expenses:</b>                            |                                       |                                       |
| Instruction                                 | 8,112,581                             | 7,828,753                             |
| Support services - students and staff       | 1,676,731                             | 1,541,987                             |
| Support services - administration           | 1,965,021                             | 1,853,359                             |
| Operation and maintenance of plant services | 1,670,689                             | 1,579,713                             |
| Student transportation services             | 456,014                               | 493,532                               |
| Operation of non-instructional services     | 1,059,611                             | 811,577                               |
| Interest on long-term debt                  | 156,855                               | 176,880                               |
| <b>Total expenses</b>                       | <u>15,097,502</u>                     | <u>14,285,801</u>                     |
| <b>Changes in net position</b>              | 164,722                               | 525,656                               |
| <b>Net position, beginning</b>              | <u>15,364,851</u>                     | <u>14,825,696</u>                     |
| <b>Net position, ending</b>                 | <u>\$ 15,529,573</u>                  | <u>\$ 15,351,352</u>                  |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**



The following are significant current year transactions that have had an impact on the change in net position.

- Property tax revenues increased \$335,521 primarily due to an increase in the District's primary tax rate.
- Operation of non-instructional services expenses increased \$248,034 primarily due to switching to a contracted food service company and upgrading food service equipment in the fiscal year.

The following table presents the cost of the District's major functional activities. The table also shows each function's net cost (total cost less charges for services generated by the activities and intergovernmental aid provided for specific programs). The net cost shows the financial burden that was placed on the State and District's taxpayers by each of these functions.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

|  | Year Ended June 30, 2020 |                        | Year Ended June 30, 2019 |                        |
|--|--------------------------|------------------------|--------------------------|------------------------|
|  | Total                    | Net (Expense)/         | Total                    | Net (Expense)/         |
|  | Expenses                 | Revenue                | Expenses                 | Revenue                |
| Instruction                                    | \$ 8,112,581             | \$ (5,814,538)         | \$ 7,828,753             | \$ (5,442,614)         |
| Support services - students and staff          | 1,676,731                | (1,297,257)            | 1,541,987                | (1,276,272)            |
| Support services - administration              | 1,965,021                | (1,808,341)            | 1,853,359                | (1,685,316)            |
| Operation and maintenance of<br>plant services | 1,670,689                | (1,483,991)            | 1,579,713                | (1,525,056)            |
| Student transportation services                | 456,014                  | (431,640)              | 493,532                  | (469,412)              |
| Operation of non-instructional<br>services     | 1,059,611                | (224,570)              | 811,577                  | 20,433                 |
| Interest on long-term debt                     | 156,855                  | (156,855)              | 176,880                  | (176,880)              |
| <b>Total</b>                                   | <b>\$ 15,097,502</b>     | <b>\$ (11,217,192)</b> | <b>\$ 14,285,801</b>     | <b>\$ (10,555,117)</b> |

- The cost of all governmental activities this year was \$15.1 million.
- Federal and State governments and charges for services subsidized certain programs with grants and contributions and other local revenues of \$3.9 million.
- Net cost of governmental activities of \$11.2 million was financed by general revenues, which are made up of primarily property taxes of \$6.5 million and state and county aid of \$4.7 million. Investment earnings accounted for \$115,544 of funding.

**FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the District's net resources available for spending at the end of the fiscal year.

The financial performance of the District as a whole is reflected in its governmental funds. As the District completed the year, its governmental funds reported a combined fund balance of \$6.9 million, an increase of \$691,249 primarily due to an increase in property tax receivables of \$549,115.



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

The General Fund comprises 56 percent of the total fund balance. Approximately \$3.6 million, or 93 percent of the General Fund's fund balance is unassigned.

The General Fund is the principal operating fund of the District. The fund balance increased \$199,651 to \$3.9 million as of fiscal year end. General Fund revenues decreased \$72,772, or less than one percent. General Fund expenditures increased \$522,281, or six percent, primarily due to compensation increases awarded to teachers and other instructional staff.

The fund balance in the Classroom Site Fund increased \$76,822 to \$1.1 million primarily due to additional dollars allocated per student and less expenditures paid out.

The fund balance in the Debt Service Fund increased \$55,384 to \$84,997.

**BUDGETARY HIGHLIGHTS**

Over the course of the year, the District revised the General Fund annual expenditure budget. The difference between the original budget and the final amended budget was a \$165,985 decrease due to cost savings made throughout the school year.

Significant variances for the final amended budget and actual revenues resulted from the District not being required by the State of Arizona to prepare a revenue budget. A schedule showing the original and final budget amounts compared to the District's actual financial activity for the General Fund is provided in this report as required supplementary information. The significant variances are summarized as follows:

- The favorable variance of \$320,286 in instruction expenditures was primarily due to retiring/non-returning experienced teachers being replaced with new teachers. In addition, the District performed an in-depth analysis over necessary expenditures, which resulted in general cost savings.
- The favorable variance of \$200,752 in operation and maintenance of plant services expenditures was primarily due to the District performing an in-depth analysis over necessary expenditures, which resulted in general cost-saving.
- The unfavorable variance of \$102,377 in support services – administration expenditures was primarily due to the pay out of accrued leave for retiring administrators/classified employees; employee professional development; and conference travel expenses.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets.** At year end the District had invested \$42.3 million in capital assets, including school buildings, athletic facilities, buses and other vehicles, computers, and other equipment. This amount represents a net increase prior to depreciation of \$291,670 from the prior fiscal year, primarily due to District-wide acquisitions of vehicles, furniture, and equipment and the completion of building improvements. Total depreciation expense for the current fiscal year was \$1.2 million.

The following schedule presents a summary of capital asset balances for the fiscal years ended June 30, 2020 and June 30, 2019.

|                                   | As of<br>June 30, 2020 | As of<br>June 30, 2019 |
|-----------------------------------|------------------------|------------------------|
| Capital assets - non-depreciable  | \$ 2,304,471           | \$ 2,304,471           |
| Capital assets - depreciable, net | 20,527,785             | 21,401,115             |
| Total                             | \$ 22,832,256          | \$ 23,705,586          |

Additional information on the District's capital assets can be found in Note 7.

**Debt Administration.** At year-end, the District had \$4.0 million in long-term debt outstanding, \$420,000 due within one year. Long-term debt decreased by \$520,744 due to principal repayments and amortization of bond premiums.

The District's general obligation bonds are subject to two limits; the Constitutional debt limit (total debt limit) on all general obligation bonds (up to 15 percent of the total net full cash assessed valuation) and the statutory debt limit on Class B bonds (the greater of 10 percent of the net full cash assessed valuation or \$1,500 per student). The current total debt limitation for the District is \$19.7 million and the Class B debt limit is \$13.2 million, which are more than the District's total outstanding general obligation and Class B debt, respectively.

Additional information on the District's long-term debt can be found in Notes 9 and 10.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2020**

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

Many factors were considered by the District's administration during the process of developing the fiscal year 2020-21 budget. Among them:

- Fiscal year 2019-20 budget balance carry forward (estimated \$187,307).
- District student population (estimated 1,100).
- Employee salaries and benefit package.
- Technology needs of the District.

Also considered in the development of the budget is the local economy and inflation of the surrounding area.

Budgeted expenditures in the General Fund increased two percent to \$9.5 million in fiscal year 2019-20 primarily due to an increase in base level. No new programs were added to the 2020-21 budget.

**CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the resources it receives. If you have questions about this report or need additional information, contact the Business and Finance Department, Wilson Elementary School District No. 7, 3025 East Fillmore Street, Phoenix, Arizona 85008.

## **BASIC FINANCIAL STATEMENTS**

(This page intentionally left blank)

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2020**

|  | Governmental<br>Activities |
|--|----------------------------|
| <b><u>ASSETS</u></b>                             |                            |
| Current assets:                                  |                            |
| Cash and investments                             | \$ 5,828,315               |
| Property taxes receivable                        | 755,094                    |
| Accounts receivable                              | 54,000                     |
| Due from governmental entities                   | 1,351,251                  |
| Prepaid items                                    | 288,805                    |
| Total current assets                             | 8,277,465                  |
| Noncurrent assets:                               |                            |
| Capital assets not being depreciated             | 2,304,471                  |
| Capital assets, net of accumulated depreciation  | 20,527,785                 |
| Total noncurrent assets                          | 22,832,256                 |
| <b>Total assets</b>                              | <b>31,109,721</b>          |
| <br><b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b> |                            |
| Pension plan items                               | 1,148,162                  |
| <br><b><u>LIABILITIES</u></b>                    |                            |
| Current liabilities:                             |                            |
| Accounts payable                                 | 242,868                    |
| Accrued payroll and employee benefits            | 339,712                    |
| Compensated absences payable                     | 49,826                     |
| Accrued interest payable                         | 83,197                     |
| Unearned revenues                                | 956                        |
| Bonds payable                                    | 420,000                    |
| Total current liabilities                        | 1,136,559                  |
| Noncurrent liabilities:                          |                            |
| Non-current portion of long-term obligations     | 14,377,044                 |
| Total noncurrent liabilities                     | 14,377,044                 |
| <b>Total liabilities</b>                         | <b>15,513,603</b>          |
| <br><b><u>DEFERRED INFLOWS OF RESOURCES</u></b>  |                            |
| Pension plan items                               | 1,214,707                  |
| <br><b><u>NET POSITION</u></b>                   |                            |
| Net investment in capital assets                 | 18,930,880                 |
| Restricted                                       | 3,173,026                  |
| Unrestricted                                     | (6,574,333)                |
| <b>Total net position</b>                        | <b>\$ 15,529,573</b>       |

The notes to the basic financial statements are an integral part of this statement.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2020**

| <b>Functions/Programs</b>                   | Program Revenues     |                         |  |  | Net (Expense)<br>Revenue and<br>Changes in Net<br>Position |
|---|----------------------|-------------------------|--|--|--|
|   | Expenses             | Charges for<br>Services | Operating<br>Grants and<br>Contributions | Capital Grants<br>and<br>Contributions | Governmental<br>Activities                                 |
| <b>Governmental activities:</b>             |                      |                         |  |  |  |
| Instruction                                 | \$ 8,112,581         | \$ 546,475              | \$ 1,663,634                             | \$ 87,934                              | \$ (5,814,538)   |
| Support services - students and staff       | 1,676,731            |                         | 328,427                                  | 51,047                                 | (1,297,257)  |
| Support services - administration           | 1,965,021            |                         | 156,680                                  |  | (1,808,341)  |
| Operation and maintenance of plant services | 1,670,689            | 134,440                 | 52,258                                   |  | (1,483,991)  |
| Student transportation services             | 456,014              |                         | 24,374                                   |  | (431,640)  |
| Operation of non-instructional services     | 1,059,611            | 39,778                  | 795,263                                  |  | (224,570)  |
| Interest on long-term debt                  | 156,855              |                         |  |  | (156,855)  |
| <b>Total governmental activities</b>        | <u>\$ 15,097,502</u> | <u>\$ 720,693</u>       | <u>\$ 3,020,636</u>                      | <u>\$ 138,981</u>                      | <u>(11,217,192)</u>  |

**General revenues:**

Taxes:

|   |                   |
|---|-------------------|
| Property taxes, levied for general purposes | 4,891,632         |
| Property taxes, levied for debt service     | 633,481           |
| Property taxes, levied for capital outlay   | 1,015,235         |
| Investment income                           | 115,544           |
| Unrestricted county aid                     | 362,085           |
| Unrestricted state aid                      | 4,363,937         |
| <b>Total general revenues</b>               | <u>11,381,914</u> |

**Changes in net position**

164,722

**Net position, beginning of year, as restated**

15,364,851

**Net position, end of year**

\$ 15,529,573

The notes to the basic financial statements are an integral part of this statement.



(This page intentionally left blank)

**FUND FINANCIAL STATEMENTS**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2020**

|   | General                 | Classroom Site          | Debt Service          |
|---|-------------------------|-------------------------|-----------------------|
| <b><u>ASSETS</u></b>  |                         |                         |                       |
| Cash and investments  | \$ 2,270,639            | \$ 1,056,441            | \$ 525,449            |
| Property taxes receivable   | 616,682                 |                         | 74,875                |
| Accounts receivable   | 54,000                  |                         |                       |
| Due from governmental entities  | 998,010                 | 46,062                  |                       |
| Due from other funds  | 97,056                  |                         |                       |
| Prepaid items   | 288,805                 |                         |                       |
| <b>Total assets</b>   | <b>\$ 4,325,192</b>     | <b>\$ 1,102,503</b>     | <b>\$ 600,324</b>     |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES</u></b>                      |                         |                         |                       |
| <b><u>AND FUND BALANCES</u></b>   |                         |                         |                       |
| Liabilities:  |                         |                         |                       |
| Accounts payable  | \$ 125,101              | \$                      | \$                    |
| Due to other funds  |                         |                         |                       |
| Accrued payroll and employee benefits   | 266,216                 | 8,761                   |                       |
| Unearned revenues   |                         |                         |                       |
| Bonds payable   |                         |                         | 420,000               |
| Bond interest payable   |                         |                         | 83,197                |
| <b>Total liabilities</b>  | <b>391,317</b>          | <b>8,761</b>            | <b>503,197</b>        |
| Deferred inflows of resources:  |                         |                         |                       |
| Unavailable revenues - property taxes   | 79,955                  |                         | 12,130                |
| Unavailable revenues - intergovernmental  |                         |                         |                       |
| <b>Total deferred inflows of resources</b>  | <b>79,955</b>           |                         | <b>12,130</b>         |
| Fund balances (deficits):   |                         |                         |                       |
| Nonspendable  | 288,805                 |                         |                       |
| Restricted  |                         | 1,093,742               | 84,997                |
| Unassigned  | 3,565,115               |                         |                       |
| <b>Total fund balances</b>  | <b>3,853,920</b>        | <b>1,093,742</b>        | <b>84,997</b>         |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b> | <br><b>\$ 4,325,192</b> | <br><b>\$ 1,102,503</b> | <br><b>\$ 600,324</b> |

The notes to the basic financial statements are an integral part of this statement.

| Non-Major<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|------------------------------------|--------------------------------|
| \$ 1,975,786                       | \$ 5,828,315                   |
| 63,537                             | 755,094                        |
|                                    | 54,000                         |
| 307,179                            | 1,351,251                      |
|                                    | 97,056                         |
|                                    | 288,805                        |
| <u>\$ 2,346,502</u>                | <u>\$ 8,374,521</u>            |

|                |                  |
|----------------|------------------|
| \$ 117,767     | \$ 242,868       |
| 97,056         | 97,056           |
| 64,735         | 339,712          |
| 956            | 956              |
|                | 420,000          |
|                | 83,197           |
| <u>280,514</u> | <u>1,183,789</u> |

|                |                |
|----------------|----------------|
| 10,309         | 102,394        |
| 185,693        | 185,693        |
| <u>196,002</u> | <u>288,087</u> |

|                  |                  |
|------------------|------------------|
|                  | 288,805          |
| 2,017,056        | 3,195,795        |
| (147,070)        | 3,418,045        |
| <u>1,869,986</u> | <u>6,902,645</u> |

|                     |                     |
|---------------------|---------------------|
| <u>\$ 2,346,502</u> | <u>\$ 8,374,521</u> |
|---------------------|---------------------|

(This page intentionally left blank)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF NET POSITION**  
**JUNE 30, 2020**

**Total governmental fund balances** **\$ 6,902,645**

Amounts reported for *governmental activities* in the Statement of Net Position are different because:

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

|                               |                     |            |
|-------------------------------|---------------------|------------|
| Governmental capital assets   | \$ 42,296,289       |            |
| Less accumulated depreciation | <u>(19,464,033)</u> | 22,832,256 |

Some receivables are not available to pay for current period expenditures and, therefore, are reported as unavailable revenues in the funds.

|                   |                |         |
|-------------------|----------------|---------|
| Property taxes    | 102,394        |         |
| Intergovernmental | <u>185,693</u> | 288,087 |

Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.

|  |                    |          |
|--|--------------------|----------|
| Deferred outflows of resources related to pensions | 1,148,162          |          |
| Deferred inflows of resources related to pensions  | <u>(1,214,707)</u> | (66,545) |

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.

|                              |                    |                     |
|------------------------------|--------------------|---------------------|
| Compensated absences payable | (202,153)          |                     |
| Unamortized premium          | (112,631)          |                     |
| Net pension liability        | (10,647,086)       |                     |
| Bonds payable                | <u>(3,465,000)</u> | <u>(14,426,870)</u> |

**Net position of governmental activities** **\$ 15,529,573**

**The notes to the basic financial statements are an integral part of this statement.**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**GOVERNMENTAL FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | <u>General</u>      | <u>Classroom Site</u> | <u>Debt Service</u> |
|--|---------------------|-----------------------|---------------------|
| <b>Revenues:</b>   |                     |                       |                     |
| Other local  | \$ 1,058,025        | \$ 20,278             | \$ 6,399            |
| Property taxes   | 4,949,038           |                       | 635,516             |
| State aid and grants                                     | 3,760,842           | 552,738               |                     |
| Federal aid, grants and reimbursements                   |                     |                       |                     |
| <b>Total revenues</b>                                    | <u>9,767,905</u>    | <u>573,016</u>        | <u>641,915</u>      |
| <b>Expenditures:</b>                                     |                     |                       |                     |
| Current -  |                     |                       |                     |
| Instruction  | 4,826,092           | 491,504               |                     |
| Support services - students and staff                    | 1,240,005           | 4,690                 |                     |
| Support services - administration                        | 1,645,134           |                       |                     |
| Operation and maintenance of plant services              | 1,506,212           |                       |                     |
| Student transportation services                          | 283,829             |                       |                     |
| Operation of non-instructional services                  | 31,835              |                       |                     |
| Capital outlay   | 210,579             |                       |                     |
| Debt service -   |                     |                       |                     |
| Principal retirement                                     |                     |                       | 420,000             |
| Interest and fiscal charges                              |                     |                       | 167,599             |
| <b>Total expenditures</b>                                | <u>9,743,686</u>    | <u>496,194</u>        | <u>587,599</u>      |
| <b>Excess (deficiency) of revenues over expenditures</b> | <u>24,219</u>       | <u>76,822</u>         | <u>54,316</u>       |
| <b>Other financing sources (uses):</b>                   |                     |                       |                     |
| Transfers in   | 8,026               |                       | 1,068               |
| Transfers out  |                     |                       |                     |
| <b>Total other financing sources (uses)</b>              | <u>8,026</u>        |                       | <u>1,068</u>        |
| <b>Changes in fund balances</b>                          | <u>32,245</u>       | <u>76,822</u>         | <u>55,384</u>       |
| <b>Fund balances, beginning of year, as restated</b>     | 3,654,269           | 1,016,920             | 29,613              |
| Increase (decrease) in reserve for prepaid items         | 167,406             |                       |                     |
| <b>Fund balances, end of year</b>                        | <u>\$ 3,853,920</u> | <u>\$ 1,093,742</u>   | <u>\$ 84,997</u>    |

The notes to the basic financial statements are an integral part of this statement.

| Non-Major<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|------------------------------------|--------------------------------|
| \$ 234,079                         | \$ 1,318,781                   |
| 1,013,339                          | 6,597,893                      |
| 59,465                             | 4,373,045                      |
| 3,024,267                          | 3,024,267                      |
| <u>4,331,150</u>                   | <u>15,313,986</u>              |
| 1,636,664                          | 6,954,260                      |
| 371,621                            | 1,616,316                      |
| 177,146                            | 1,822,280                      |
| 25,903                             | 1,532,115                      |
| 18,029                             | 301,858                        |
| 986,232                            | 1,018,067                      |
| 747,069                            | 957,648                        |
|                                    | 420,000                        |
|                                    | 167,599                        |
| <u>3,962,664</u>                   | <u>14,790,143</u>              |
| <u>368,486</u>                     | <u>523,843</u>                 |
|                                    | 9,094                          |
| <u>(9,094)</u>                     | <u>(9,094)</u>                 |
| <u>(9,094)</u>                     |                                |
| <u>359,392</u>                     | <u>523,843</u>                 |
| 1,510,594                          | 6,211,396                      |
|                                    | 167,406                        |
| <u>\$ 1,869,986</u>                | <u>\$ 6,902,645</u>            |



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**  
**YEAR ENDED JUNE 30, 2020**

|  |                    |                       |
|--|--------------------|-----------------------|
| <b>Changes in fund balances - total governmental funds</b>   | <b>\$</b>          | <b>523,843</b>        |
| <p>Amounts reported for <i>governmental activities</i> in the Statement of Activities are different because:</p> <p>Governmental funds report the portion of capital outlay for capitalized assets as expenditures. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives and reported as depreciation expense.</p> |                    |                       |
| Expenditures for capitalized assets  | \$ 291,670         |                       |
| Less current year depreciation   | <u>(1,165,000)</u> | (873,330)             |
| <p>Some revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.</p>   |                    |                       |
| Property taxes   | (57,545)           |                       |
| Intergovernmental  | <u>5,783</u>       | (51,762)              |
| <p>Repayments of long-term debt principal are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.</p>  |                    |                       |
|  |                    | 420,000               |
| <p>Governmental funds report pension contributions as expenditures. However, they are reported as deferred outflows of resources in the Statement of Net Position. The change in the net pension liability, adjusted for deferred items, is reported as pension expense in the Statement of Activities.</p>  |                    |                       |
| Current year pension contributions   | 866,290            |                       |
| Pension expense  | <u>(921,895)</u>   | (55,605)              |
| <p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.</p>   |                    |                       |
| Prepaid items  | 167,406            |                       |
| Amortization of deferred bond items  | 10,744             |                       |
| Compensated absences   | <u>23,426</u>      | <u>201,576</u>        |
| <b>Changes in net position in governmental activities</b>  | <b>\$</b>          | <b><u>164,722</u></b> |

The notes to the basic financial statements are an integral part of this statement.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Wilson Elementary School District No. 7 (District) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

During the year ended June 30, 2020, the District implemented the provisions of GASB Statement No. 84, *Fiduciary Activities*. This Statement establishes criteria for identifying fiduciary activities for accounting and financial reporting purposes, and provides guidance as to how those activities should be reported. Student Activities reported in the prior year as fiduciary activities do not meet these new fiduciary activities criteria and have been reclassified as special revenue governmental funds. Beginning balances of the governmental funds and governmental activities have been restated by \$13,499 accordingly.

The more significant of the District's accounting policies are described below.

**A. Reporting Entity**

The Governing Board is organized under Section 15-321 of the Arizona Revised Statutes (A.R.S.). Management of the District is independent of other state or local governments. The County Treasurer collects taxes for the District, but exercises no control over its expenditures/expenses.

The membership of the Governing Board consists of three members elected by the public. Under existing statutes, the Governing Board's duties and powers include, but are not limited to, the acquisition, maintenance and disposition of school property; the development and adoption of a school program; and the establishment, organization and operation of schools.

The Board also has broad financial responsibilities, including the approval of the annual budget, and the establishment of a system of accounting and budgetary controls.

The financial reporting entity consists of a primary government and its component units. A component unit is a legally separate entity that must be included in the reporting entity in conformity with generally accepted accounting principles. The District is a primary government because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. Furthermore, there are no component units combined with the District for financial statement presentation purposes, and the District is not included in any other governmental reporting entity. Consequently, the District's financial statements include only the funds of those organizational entities for which its elected governing board is financially accountable. The District's major operations include education, student transportation, construction and maintenance of District facilities and food services.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) present financial information about the District as a whole. The reported information includes all of the nonfiduciary activities of the District. For the most part, the effect of internal activity has been removed from these statements. These statements are to distinguish between the governmental and business-type activities of the District. Governmental activities normally are supported by taxes and intergovernmental revenues, and are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The District does not have any business-type activities or fiduciary activities.

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

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

**Government-Wide Financial Statements** – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the grantor or provider have been met. As a general rule, the effect of internal activity has been eliminated from the government-wide financial statements; however, the effects of interfund services provided and used between functions are reported as expenses and program revenues at amounts approximating their external exchange value.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Fund Financial Statements** – Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. As permitted by generally accepted accounting principles the District applies the “early recognition” option for debt service payments. Property tax resources are provided in the Debt Service Fund during the current year for the payment of debt service principal and interest due early in the following year (less than one month). Therefore, the expenditures and related liabilities have been recognized in the current period.

Property taxes, state and county aid, and investment income associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. Food services and miscellaneous revenues are not susceptible to accrual because generally they are not measurable until received in cash. Grants and similar awards are recognized as revenue as soon as all eligibility requirements imposed by the grantor or provider have been met. Unearned revenues arise when resources are received by the District before it has legal claim to them, as when grant monies are received prior to meeting all eligibility requirements imposed by the provider.

Delinquent property taxes and other receivables that will not be collected within the available period have been reported as unavailable revenues on the governmental fund financial statements.

The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column.

The District reports the following major governmental funds:

**General Fund** – The General Fund is the District’s primary operating fund. It accounts for all resources used to finance District maintenance and operation except those required to be accounted for in other funds. The General Fund includes the District’s Maintenance and Operation Fund as well as certain activities budgeted in separate funds in accordance with A.R.S. These funds are maintained as separate funds for budgetary purposes but do not meet the criteria for separate reporting in the financial statements.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Classroom Site Fund – The Classroom Site Fund accounts for the financial activity for the portion of state sales tax collections and permanent state school fund earnings as approved by the voters in 2000.

Debt Service Fund – The Debt Service Fund accounts for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs.

**D. Cash and Investments**

A.R.S. require the District to deposit all cash with the County Treasurer, except as discussed below. Cash with the County Treasurer is pooled for investment purposes, except for cash of the Debt Service and Bond Building Funds that may be invested separately. Interest earned from investments purchased with pooled monies is allocated to each of the District's funds based on their average balances. As required by statute, interest earnings of the Bond Building Fund are recorded initially in that fund, but then transferred to the Debt Service Fund. All investments are stated at fair value.

Statute authorizes the District to separately invest monies of the Bond Building and Debt Service Funds in the State Treasurer's investment pools; obligations issued and guaranteed by the United States or any of its agencies or instrumentalities; specified state and local government bonds and notes; and interest bearing savings accounts or certificates of deposit.

Statute authorizes the District to deposit monies of the Auxiliary Operations and Student Activities Funds in bank accounts. Monies in these funds may also be invested. In addition, statute authorizes the District to maintain various bank accounts such as clearing accounts to temporarily deposit receipts before they are transmitted to the County Treasurer; revolving accounts to pay minor disbursements; and withholdings accounts for taxes and employee insurance programs. Some of these bank accounts may be interest bearing.

Statute does not include any requirements for credit risk, concentration of credit risk, interest rate risk, or foreign currency risk. Arizona statute requires a pooled collateral program for public deposits and a Statewide Collateral Pool Administrator (Administrator) in the State Treasurer's Office. The purpose of the pooled collateral program is to ensure that governmental entities' public deposits placed in participating depositories are secured with collateral of 102 percent of the public deposits, less any applicable deposit insurance. An eligible depository may not retain or accept any public deposit unless it has deposited the required collateral with a qualified escrow agent or the Administrator. The Administrator manages the pooled collateral program, including reporting on each depository's compliance with the program.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**E. Investment Income**

Investment income is composed of interest, dividends, and net changes in the fair value of applicable investments. Investment income is included in other local revenue in the fund financial statements.

**F. Receivables and Payables**

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.” Interfund balances between governmental funds are eliminated on the Statement of Net Position.

All receivables, including property taxes receivable, are shown net of an allowance for uncollectibles.

**G. Property Tax Calendar**

The County Treasurer is responsible for collecting property taxes for all governmental entities within the county. The county levies real and personal property taxes on or before the third Monday in August that become due and payable in two equal installments. The first installment is due on the first day of October and becomes delinquent after the first business day of November. The second installment is due on the first day of March of the next year and becomes delinquent after the first business day of May.

Pursuant to A.R.S., a lien against assessed real and personal property attaches on the first day of January preceding assessment and levy; however according to case law, an enforceable legal claim to the asset does not arise.

**H. Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. Prepaid items are recorded as expenses when consumed in the government-wide financial statements and as expenditures when purchased on the fund financial statements.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**I. Capital Assets**

Capital assets, which include land and improvements; buildings and improvements; vehicles, furniture, and equipment; and construction in progress, are reported in the government-wide financial statements.

Capital assets are defined by the District as assets with an initial individual cost of \$5,000 and an estimated useful life of more than one year. Capital assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

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

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

|                                   |              |
|-----------------------------------|--------------|
| Land improvements                 | 5 - 30 years |
| Buildings and improvements        | 5 - 50 years |
| Vehicles, furniture and equipment | 3 - 20 years |

**J. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position may 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 and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position may report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

**K. Compensated Absences**

The District's employee vacation and sick leave policies generally provide for granting vacation and sick leave with pay in varying amounts. Only benefits considered vested are recognized in the financial statements. The liability for vacation and sick leave is reported in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee leave, resignations and retirements. Generally, resources from the General Fund are used to pay for compensated absences.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**L. Pensions**

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

**M. Long-term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities on the statement of net position. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Deferred amounts on refunding result from the difference between the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, 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 issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**N. Interfund Activity**

Flows of cash from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers between governmental funds are eliminated in the Statement of Activities. Interfund transfers in the fund financial statements are reported as other financing sources/uses in governmental funds.

**O. Net Position Flow Assumption**

In the government-wide fund financial statements the District applies restricted resources first when outlays are incurred for purposes for which either restricted or unrestricted amounts are available.



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**P. Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2 – FUND BALANCE CLASSIFICATIONS**

Fund balances of the governmental funds are reported separately within classifications based on a hierarchy of the constraints placed on the use of those resources. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, and unrestricted, which includes committed, assigned, and unassigned fund balance classifications.

***Nonspendable.*** The nonspendable fund balance classification includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact.

***Restricted.*** Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or is imposed by law through constitutional provisions or enabling legislation.

***Committed.*** The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action of the Governing Board. Those committed amounts cannot be used for any other purpose unless the Governing Board removes or changes the specified use by taking the same type of action it employed to previously commit those amounts. The District does not have a formal policy or procedures for the utilization of committed funds balance, accordingly, no committed fund balance amounts are reported.

***Assigned.*** Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the Governing Board or a management official delegated that authority by the formal Governing Board action. The District does not have a formal policy for the utilization of assigned fund balance, accordingly, no assigned fund balance amounts are reported.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 2 – FUND BALANCE CLASSIFICATIONS**

*Unassigned.* Unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The District applies restricted resources first when outlays are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

The table below provides detail of the major components of the District’s fund balance classifications at year end.

|                            | General<br>Fund     | Classroom<br>Site Fund | Debt<br>Service Fund | Non-Major<br>Governmental<br>Funds |
|----------------------------|---------------------|------------------------|----------------------|------------------------------------|
| Fund Balances:             |                     |                        |                      |                                    |
| Nonspendable:              |                     |                        |                      |                                    |
| Prepaid items              | \$ 288,805          | \$                     | \$                   | \$                                 |
| Restricted:                |                     |                        |                      |                                    |
| Debt service               |                     |                        | 84,997               |                                    |
| Capital projects           |                     |                        |                      | 744,103                            |
| Bond building projects     |                     |                        |                      | 96,255                             |
| Voter approved initiatives |                     | 1,093,742              |                      | 349,403                            |
| Federal and state projects |                     |                        |                      | 135,992                            |
| Food service               |                     |                        |                      | 394,439                            |
| Civic center               |                     |                        |                      | 63,478                             |
| Extracurricular activities |                     |                        |                      | 147,727                            |
| Insurance refund           |                     |                        |                      | 32,797                             |
| Student activities         |                     |                        |                      | 37,718                             |
| Other purposes             |                     |                        |                      | 15,144                             |
| Unassigned                 | <u>3,565,115</u>    |                        |                      | <u>(147,070)</u>                   |
| Total fund balances        | <u>\$ 3,853,920</u> | <u>\$ 1,093,742</u>    | <u>\$ 84,997</u>     | <u>\$ 1,869,986</u>                |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 3 – RESTRICTED NET POSITION**

The table below provides detail of the major components of the District’s restricted net position at year end.

|                            | Governmental<br>Activities |
|----------------------------|----------------------------|
| Restricted Net Position:   |                            |
| Debt service               | \$ 97,127                  |
| Capital projects           | 754,412                    |
| Voter approved initiatives | 1,443,145                  |
| Federal and state projects | 187,039                    |
| Food service               | 394,439                    |
| Civic center               | 63,478                     |
| Extracurricular activities | 147,727                    |
| Insurance refund           | 32,797                     |
| Student activities         | 37,718                     |
| Other purposes             | 15,144                     |
| Total                      | \$ 3,173,026               |

**NOTE 4 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Individual Deficit Fund Balances** – At year end, the following individual non-major governmental funds reported deficits in fund balance.

|  | Deficit   |
|--|-----------|
| Non-Major Governmental Funds:                  |           |
| Title I Grants                                 | \$ 33,787 |
| Professional Development and Technology Grants | 3,154     |
| Title IV Grants                                | 53,713    |
| Limited English & Immigrant Students           | 343       |
| Special Education Grants                       | 4,063     |
| Other Federal Projects                         | 49,531    |
| Community School                               | 2,479     |

The deficits arose because of operations during the year and because of pending grant reimbursements. Additional revenues received in fiscal year 2020-21 are expected to eliminate the deficits.

**Excess Expenditures Over Budget** – At year end, the District had expenditures in several funds that exceeded the budgets, however this does not constitute a violation of any legal provisions.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 5 – CASH AND INVESTMENTS**

*Custodial Credit Risk – Deposits.* Custodial credit risk is the risk that in the event of bank failure the District’s deposits may not be returned to the District. The District does not have a deposit policy for custodial credit risk. At year end, the carrying amount of the District’s deposits was \$60,654 and the bank balance was \$311,095. At year end, \$61,095 of the District’s deposits were covered by collateral held by the pledging financial institution’s trust department or agent, but not in the District’s name.

*Fair Value Measurements.* The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

- Level 1 inputs are quoted prices in active markets for identical assets
- Level 2 inputs are significant other observable inputs
- Level 3 inputs are significant unobservable inputs

The County Treasurer’s pool is an external investment pool with no regulatory oversight. The pool is not required to register (and is not registered) with the Securities and Exchange Commission. The fair value of each participant’s position in the County Treasurer investment pool approximates the value of the participant’s shares in the pool and the participants’ shares are not identified with specific investments. Participants in the pool are not required to categorize the value of shares in accordance with the fair value hierarchy.

At year end, the District’s investments consisted of the following:

|                                    | <u>Average Maturities</u> | <u>Fair Value</u>   |
|------------------------------------|---------------------------|---------------------|
| County Treasurer’s investment pool | 313 days                  | \$ 5,767,661        |
| Total                              |                           | <u>\$ 5,767,661</u> |

*Interest Rate Risk.* The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Credit Risk.* The District has no investment policy that would further limit its investment choices. As of year end, the District’s investment in the County Treasurer’s investment pool did not receive a credit quality rating from a national rating agency.

*Custodial Credit Risk – Investments.* The District’s investment in the County Treasurer’s investment pool represents a proportionate interest in the pool’s portfolio; however the District’s portion is not identified with specific investments and is not subject to custodial credit risk.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 6 – RECEIVABLES**

Receivable balances, net of allowance for uncollectibles, have been disaggregated by type and presented separately in the financial statements with the exception of due from governmental entities. Due from governmental entities, net of allowance for uncollectibles, as of year end for the District’s individual major funds and non-major governmental funds in the aggregate, were as follows:

|                                       | General<br>Fund | Classroom<br>Site Fund | Non-Major<br>Governmental<br>Funds |
|---------------------------------------|-----------------|------------------------|------------------------------------|
| Due from other governmental entities: |                 |                        |                                    |
| Due from federal government           | \$              | \$                     | \$ 279,686                         |
| Due from state government             | 998,010         | 46,062                 | 27,493                             |
| Net due from governmental entities    | \$ 998,010      | \$ 46,062              | \$ 307,179                         |

**NOTE 7 – CAPITAL ASSETS**

A summary of capital asset activity for the current fiscal year follows:

|  | Beginning<br>Balance | Increase     | Decrease | Ending<br>Balance |
|--|----------------------|--------------|----------|-------------------|
| <u>Governmental Activities</u>               |                      |              |          |                   |
| Capital assets, not being depreciated:       |                      |              |          |                   |
| Land   | \$ 2,304,471         | \$           | \$       | \$ 2,304,471      |
| Total capital assets, not being depreciated  | 2,304,471            |              |          | 2,304,471         |
| Capital assets, being depreciated:           |                      |              |          |                   |
| Land improvements                            | 3,353,788            | 6,880        |          | 3,360,668         |
| Buildings and improvements                   | 32,425,268           | 126,236      |          | 32,551,504        |
| Vehicles, furniture and equipment            | 3,921,092            | 158,554      |          | 4,079,646         |
| Total capital assets being depreciated       | 39,700,148           | 291,670      |          | 39,991,818        |
| Less accumulated depreciation for:           |                      |              |          |                   |
| Land improvements                            | (2,287,642)          | (122,335)    |          | (2,409,977)       |
| Buildings and improvements                   | (13,241,392)         | (799,294)    |          | (14,040,686)      |
| Vehicles, furniture and equipment            | (2,769,999)          | (243,371)    |          | (3,013,370)       |
| Total accumulated depreciation               | (18,299,033)         | (1,165,000)  |          | (19,464,033)      |
| Total capital assets, being depreciated, net | 21,401,115           | (873,330)    |          | 20,527,785        |
| Governmental activities capital assets, net  | \$ 23,705,586        | \$ (873,330) | \$       | \$ 22,832,256     |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 7 – CAPITAL ASSETS**

Depreciation expense was charged to governmental functions as follows:

|  |                     |
|--|---------------------|
| Instruction  | \$ 834,146          |
| Support services – students and staff                | 35,107              |
| Support services – administration                    | 155,536             |
| Operation and maintenance of plant services          | 93,571              |
| Student transportation services                      | 28,255              |
| Operation of non-instructional services              | 18,385              |
| Total depreciation expense – governmental activities | <u>\$ 1,165,000</u> |

**NOTE 8 – SHORT TERM DEBT – REVOLVING LINE OF CREDIT**

The District has a \$2.5 million revolving line of credit to provide cash flow during the year to mitigate the impact of timing differences of expenditures and the receipt of state aid and property tax revenues. At year end, the District had \$2.5 million in unused line of credit.

**NOTE 9 – GENERAL OBLIGATION BONDS PAYABLE**

Bonds payable at year end, consisted of the following outstanding general obligation bonds. Of the total amount originally authorized, all has been issued. The bonds are callable with interest payable semiannually. Property taxes from the Debt Service Fund are used to pay bonded debt. The District’s legal debt limit is \$19.7 million, and the available margin is \$15.8 million.

| <u>Purpose</u>                  | <u>Original<br/>Amount<br/>Issued</u> | <u>Interest<br/>Rates</u> | <u>Remaining<br/>Maturities</u> | <u>Outstanding<br/>Principal<br/>June 30, 2020</u> | <u>Due Within<br/>One Year</u> |
|---------------------------------|---------------------------------------|---------------------------|---------------------------------|--|--------------------------------|
| <b>Governmental activities:</b> |                                       |                           |                                 |  |                                |
| School Improvement Bonds        |                                       |                           |                                 |  |                                |
| Series of 2005 A                | \$ 7,070,000                          | 4.125-4.25%               | 7/1/20-21                       | \$ 200,000   | \$ 100,000                     |
| School Improvement Bonds        |                                       |                           |                                 |  |                                |
| Series of 2005 B                | 2,930,000                             | 4.125-4.25%               | 7/1/20-24                       | 1,060,000  | 195,000                        |
| School Improvement Bonds        |                                       |                           |                                 |  |                                |
| Series of 2012 A                | 1,900,000                             | 4.0-5.0%                  | 7/1/20-32                       | 1,125,000  | 100,000                        |
| School Improvement Bonds        |                                       |                           |                                 |  |                                |
| Series of 2012 B                | 1,700,000                             | 2.25-4.5%                 | 7/1/20-30                       | 1,500,000  | 25,000                         |
| Total                           |                                       |                           |                                 | <u>\$ 3,885,000</u>                                | <u>\$ 420,000</u>              |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 9 – GENERAL OBLIGATION BONDS PAYABLE**

Annual debt service requirements to maturity on general obligation bonds at year end are summarized as follows:

| Year ending June 30: | Governmental Activities |                   |
|----------------------|-------------------------|-------------------|
|                      | Principal               | Interest          |
| 2021                 | \$ 420,000              | \$ 158,027        |
| 2022                 | 455,000                 | 140,556           |
| 2023                 | 385,000                 | 123,600           |
| 2024                 | 370,000                 | 107,800           |
| 2025                 | 380,000                 | 91,675            |
| 2026-30              | 1,475,000               | 237,250           |
| 2031-33              | 400,000                 | 24,750            |
| Total                | <u>\$ 3,885,000</u>     | <u>\$ 883,658</u> |

**NOTE 10 – CHANGES IN LONG-TERM LIABILITIES**

Long-term liability activity for the current fiscal year was as follows:

|   | Beginning<br>Balance | Additions         | Reductions        | Ending<br>Balance    | Due Within<br>One Year |
|---|----------------------|-------------------|-------------------|----------------------|------------------------|
| <b>Governmental activities:</b>             |                      |                   |                   |                      |                        |
| Bonds payable:                              |                      |                   |                   |                      |                        |
| General obligation bonds                    | \$ 4,395,000         | \$                | \$ 510,000        | \$ 3,885,000         | \$ 420,000             |
| Premium                                     | 123,375              |                   | 10,744            | 112,631              |                        |
| Total bonds payable                         | <u>4,518,375</u>     |                   | <u>520,744</u>    | <u>3,997,631</u>     | <u>420,000</u>         |
| Net pension liability                       | 10,747,158           |                   | 100,072           | 10,647,086           |                        |
| Compensated absences payable                | 225,579              | 114,570           | 137,996           | 202,153              | 49,826                 |
| Governmental activity long-term liabilities | <u>\$ 15,491,112</u> | <u>\$ 114,570</u> | <u>\$ 758,812</u> | <u>\$ 14,846,870</u> | <u>\$ 469,826</u>      |

**NOTE 11 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS**

At year end, interfund balances were as follows:

**Due to/from other funds:**

At year end, several funds had negative cash balances in the Treasurer’s pooled cash accounts of \$97,056. Negative cash on deposit with the County Treasurer was reduced by interfund borrowing with the General Fund. All interfund balances are expected to be paid within one year.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 11 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS**

**Interfund transfers:**

|                              | Transfers in |          |          |
|------------------------------|--------------|----------|----------|
|                              |              | Debt     |          |
| Transfers out                | General      | Service  | Total    |
| Non-Major Governmental Funds | Fund         | Fund     | Total    |
|                              | \$ 8,026     | \$ 1,068 | \$ 9,094 |
| Total                        | \$ 8,026     | \$ 1,068 | \$ 9,094 |

Transfers between funds were used to (1) move federal grant funds restricted for indirect costs, and (2) move investment income earned in the Bond Building Fund that is required by statute to be expended in the Debt Service Fund.

**NOTE 12 – CONTINGENT LIABILITIES**

**Compliance** – The District has received a notice from the Office of the Auditor General that indicated the District had failed to substantially comply with the Uniform System of Financial Records (USFR), the manual which outlines State mandated internal control policies and procedures. According to A.R.S. Section 15-271, the District has 90 days to implement procedures to correct the deficiencies. The District is currently awaiting the Office of the Auditor General to perform a status review. If the Auditor General’s review results in a noncompliance status, the State Board of Education may withhold a portion of the District’s monthly state aid distribution, until such time as the District is found to be in compliance. Upon reaching a substantial compliance status, the State Board of Education will distribute all funds previously withheld. However, it is management’s opinion that the District will be found in compliance upon the next status review.

In addition, amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures/expenses that may be disallowed by the grantor cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 13 – PRIOR PERIOD ADJUSTMENTS**

The July 1, 2019, government-wide net position and the fund balance of the General and Non-Major Governmental Funds do not agree to the prior year financial statements due to a correction of an error. The District did not properly allocate property tax revenues between the General Fund and Unrestricted Capital Outlay Fund.

|   | Statement<br>of Activities | Governmental Funds  |                                    |
|---|----------------------------|---------------------|------------------------------------|
|   |                            | General<br>Fund     | Non-Major<br>Governmental<br>Funds |
| Net position/fund balance, June 30, 2019, as<br>previously reported | \$ 15,351,352              | \$ 3,982,094        | \$ 1,169,270                       |
| Student activities per GASB 84                                      | 13,499                     |                     | 13,499                             |
| Re-allocation of property tax revenue                               |                            | (327,825)           | 327,825                            |
| Net position/fund balance, July 1, 2019, as restated                | <u>\$ 15,364,851</u>       | <u>\$ 3,654,269</u> | <u>\$ 1,510,594</u>                |

**NOTE 14 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District was unable to obtain general property and liability insurance at a cost it considered to be economically justifiable. Therefore, the District joined the Arizona School Risk Retention Trust, Inc. (ASRRT). ASRRT is a public entity risk pool currently operating as a common risk management and insurance program for school districts and community colleges in the State. The District pays an annual premium to ASRRT for its general insurance coverage. The agreement provides that ASRRT will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of specified amounts.

The District joined the Arizona School Alliance for Workers' Compensation, Inc. (Alliance) together with other school districts in the state for risks of loss related to workers' compensation claims. The Alliance is a public entity risk pool currently operating as a common risk management and insurance program for school districts in the State. The District pays biweekly premiums to the Alliance for its employee workers' compensation coverage. The agreement provides that the Alliance will be self-sustaining through members' premiums and will reinsure through commercial companies for claims in excess of specified amounts for each insured event.

The District joined the School Medical Insurance Trust (SMIT) together with other school districts in the state for risks of loss related to employee health and accident claims. SMIT is a public entity risk pool currently operating as a common risk management and insurance program for school districts. The agreement provides that SMIT will be self-sustaining through members' premiums and will reinsure through commercial companies for claims in excess of specified amounts for each insured event.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 14 – RISK MANAGEMENT**

The District continues to carry commercial insurance for all other risks of loss, including liability for student injuries insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**NOTE 15 – PENSIONS**

**Plan Description.** District employees participate in the Arizona State Retirement System (ASRS). The ASRS administers a cost-sharing multiple-employer defined benefit pension plan, a cost-sharing multiple-employer defined benefit health insurance premium benefit (OPEB) plan, and a cost-sharing multiple-employer defined benefit long-term disability (OPEB) plan. The Arizona State Retirement System Board governs the ASRS according to the provisions of A.R.S. Title 38, Chapter 5, Articles 2 and 2.1. ASRS is a component unit of the State of Arizona. The ASRS issues a publicly available financial report that includes its financial statements and required supplementary information. The report is available on the ASRS website at [www.azasrs.gov](http://www.azasrs.gov).

The ASRS OPEB plans are not further disclosed because of their relative insignificance to the District’s financial statements.

**Benefits Provided.** The ASRS provides retirement, health insurance premium supplement, long-term disability, and survivor benefits. State statute establishes benefit terms. Retirement benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

|  | Retirement Initial<br>Membership Date:  |   |
|--|---|---|
|  | Before July 1, 2011   | On or After July 1, 2011  |
| Years of service and age required to receive benefit | Sum of years and age equals 80<br>10 years, age 62<br>5 years, age 50*<br>Any years, age 65 | 30 years, age 55<br>25 years, age 60<br>10 years, age 62<br>5 years, age 50*<br>Any years, age 65 |
| Final average salary is based on                     | Highest 36 months of last 120 months  | Highest 60 months of last 120 months  |
| Benefit percent per year of service                  | 2.1% to 2.3%  | 2.1% to 2.3%  |

\*With actuarially reduced benefits

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 15 – PENSIONS**

Retirement benefits for members who joined the ASRS prior to September 13, 2013, are subject to automatic cost-of-living adjustments based on excess investment earnings. Members with a membership date on or after September 13, 2013, are not eligible for cost-of-living adjustments. Survivor benefits are payable upon a member's death. For retired members, the survivor benefit is determined by the retirement benefit option chosen. For all other members, the beneficiary is entitled to the member's account balance that includes the member's contributions and employer's contributions, plus interest earned.

**Contributions.** In accordance with state statutes, annual actuarial valuations determine active member and employer contribution requirements. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. For the current fiscal year, active ASRS members were required by statute to contribute at the actuarially determined rate of 12.11 percent (11.94 percent for retirement and 0.17 percent for long-term disability) of the members' annual covered payroll, and the District was required by statute to contribute at the actuarially determined rate of 12.11 percent (11.45 percent for retirement, 0.49 percent for health insurance premium benefit, and 0.17 percent for long-term disability) of the active members' annual covered payroll. The District's contributions to the pension plan for the year ended June 30, 2020 were \$866,290.

Employers are also required to pay an Alternate Contribution Rate (ACR), for retired members who return to work in positions that would typically be filled by an employee who contributes to ASRS. The District was required by statute to contribute at the actuarially determined rate of 10.41 percent (10.29 for retirement, 0.05 percent for health insurance premium benefit, and 0.07 percent for long-term disability). ACR contributions are included in employer contributions presented above.

The District's pension plan contributions are paid by the same funds as the employee's salary, with the largest component coming from the General Fund.

**Pension Liability.** The net pension liability was measured as of June 30, 2019. The total liability used to calculate the net liability was determined using update procedures to roll forward the total liability from an actuarial valuation as of June 30, 2018, to the measurement date of June 30, 2019. The District's proportion of the net liability was based on the District's actual contributions to the applicable plan relative to the total of all participating employers' contributions to the plan for the year ended June 30, 2019.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 15 – PENSIONS**

At June 30, 2020, the District reported the following amounts for its proportionate share of the pension plan net liability. In addition, at June 30, 2019, the District’s percentage proportion for the plan and the related change from its proportion measured as of June 30, 2018 was:

| Net<br>Liability | District<br>% Proportion | Increase<br>(Decrease) |
|------------------|--------------------------|------------------------|
| \$ 10,647,086    | 0.073                    | (0.004)                |

**Pension Expense and Deferred Outflows/Inflows of Resources.** The District has deferred outflows and inflows of resources related to the net pension liability. Certain changes in the net pension liability are recognized as pension expense over a period of time rather than the year of occurrence. The District’s pension expense for the year ended June 30, 2020 was \$921,895.

The District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

|   | Deferred<br>Outflows of<br>Resources | Deferred<br>Inflows of<br>Resources |
|---|--------------------------------------|-------------------------------------|
| Differences between expected and actual experience  | \$ 192,342                           | \$ 2,002                            |
| Changes of assumptions or other inputs  | 45,006                               | 423,988                             |
| Net difference between projected and actual earnings<br>on pension investments                          |                                      | 239,310                             |
| Changes in proportion and differences between<br>contributions and proportionate share of contributions | 44,524                               | 549,407                             |
| Contributions subsequent to the measurement date  | 866,290                              |                                     |
| Total   | \$ 1,148,162                         | \$ 1,214,707                        |

The amounts of deferred outflows of resources resulting from contributions subsequent to the measurement date as reported in the table above will be recognized as an adjustment of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

| Year Ending June 30: |              |
|----------------------|--------------|
| 2021                 | \$ (487,722) |
| 2022                 | (463,249)    |
| 2023                 | (45,958)     |
| 2024                 | 64,094       |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 15 – PENSIONS**

**Actuarial Assumptions.** The significant actuarial assumptions used to measure the total pension liability are as follows:

|                             |                     |
|-----------------------------|---------------------|
| Actuarial valuation date    | June 30, 2018       |
| Actuarial roll forward date | June 30, 2019       |
| Actuarial cost method       | Entry age normal    |
| Investment rate of return   | 7.5%                |
| Inflation                   | 2.3%                |
| Projected salary increases  | 2.7-7.2%            |
| Permanent base increases    | Included            |
| Mortality rates             | 2017 SRA Scale U-MP |

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the five-year period ended June 30, 2016. The purpose of the experience study was to review actual experience in relation to the actuarial assumptions in effect. The ASRS Board adopted the experience study recommended changes which were applied to the June 30, 2017, actuarial valuation.

The long-term expected rate of return on ASRS plan investments was determined to be 7.5 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage, excluding any expected inflation.

On June 29, 2018, the ASRS Board approved updated strategic asset allocation targets, to be effective July 2018. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

| <u>Asset Class</u>            | <u>Target<br/>Allocation</u> | <u>Long-Term<br/>Expected<br/>Geometric Real<br/>Rate of Return</u> |
|-------------------------------|------------------------------|---|
| Equity                        | 50%                          | 6.09%   |
| Credit                        | 20                           | 5.36  |
| Interest rate sensitive bonds | 10                           | 1.62  |
| Real estate                   | 20                           | 5.85  |
| Total                         | <u>100%</u>                  |   |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 15 – PENSIONS**

**Discount Rate.** The discount rate used to measure the total pension liability was 7.5 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the ASRS Board’s funding policy, which establishes the contractually required rate under Arizona statute. Based on those assumptions, the plan’s fiduciary net position 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 investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate.** The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.5 percent, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

|               | 1% Decrease   | Current<br>Discount Rate | 1% Increase  |
|---------------|---------------|--------------------------|--------------|
| Rate          | 6.5%          | 7.5%                     | 8.5%         |
| Net liability | \$ 15,153,270 | \$ 10,647,086            | \$ 6,881,076 |

**Pension Plan Fiduciary Net Position.** Detailed information about the pension plan’s fiduciary net position is available in the separately issued ASRS financial report. The report is available on the ASRS website at [www.azasrs.gov](http://www.azasrs.gov).

**NOTE 16 – SUBSEQUENT EVENT**

The District will be losing its Head Start Program in fiscal year 2020-21. The District entered into an agreement with Booker T. Washington, a child development center, where Booker T. Washington will lead the Head Start Program on the District’s campus rent free.

(This page intentionally left blank)

**REQUIRED SUPPLEMENTARY INFORMATION**



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**SCHEDULE OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES - BUDGET AND ACTUAL**  
**GENERAL**  
**YEAR ENDED JUNE 30, 2020**

|  | Budgeted Amounts      |                       | Non-GAAP<br>Actual  | Variance with<br>Final Budget<br>Positive<br>(Negative) |
|--|-----------------------|-----------------------|---------------------|---|
|  | Original              | Final                 |                     |   |
| <b>Revenues:</b>                                     |                       |                       |                     |   |
| Other local  | \$                    | \$                    | \$ 820,271          | \$ 820,271  |
| Property taxes                                       |                       |                       | 4,949,038           | 4,949,038   |
| State aid and grants                                 |                       |                       | 3,760,842           | 3,760,842   |
| <b>Total revenues</b>                                |                       |                       | <u>9,530,151</u>    | <u>9,530,151</u>  |
| <b>Expenditures:</b>                                 |                       |                       |                     |   |
| Current -  |                       |                       |                     |   |
| Instruction  | 5,147,304             | 5,116,641             | 4,796,355           | 320,286   |
| Support services - students and staff                | 1,133,182             | 1,098,088             | 1,175,855           | (77,767)  |
| Support services - administration                    | 1,358,249             | 1,278,021             | 1,380,398           | (102,377)   |
| Operation and maintenance of plant services          | 1,503,916             | 1,483,916             | 1,283,164           | 200,752   |
| Student transportation services                      | 354,131               | 354,131               | 283,246             | 70,885  |
| Operation of non-instructional services              | 34,568                | 34,568                | 18,290              | 16,278  |
| Capital outlay                                       |                       |                       | 1,408               | (1,408)   |
| <b>Total expenditures</b>                            | <u>9,531,350</u>      | <u>9,365,365</u>      | <u>8,938,716</u>    | <u>426,649</u>  |
| <b>Changes in fund balances</b>                      | <u>(9,531,350)</u>    | <u>(9,365,365)</u>    | <u>591,435</u>      | <u>9,956,800</u>  |
| <b>Fund balances, beginning of year, as restated</b> |                       |                       | 1,799,160           | 1,799,160   |
| Increase (decrease) in reserve for prepaid items     |                       |                       | 55,226              | 55,226  |
| <b>Fund balances (deficits), end of year</b>         | <u>\$ (9,531,350)</u> | <u>\$ (9,365,365)</u> | <u>\$ 2,445,821</u> | <u>\$ 11,811,186</u>                                    |

See accompanying notes to this schedule.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
CLASSROOM SITE  
YEAR ENDED JUNE 30, 2020**

|  | <u>Budgeted Amounts</u> |                       | <u>Actual</u>       | <u>Variance with<br/>Final Budget<br/>Positive<br/>(Negative)</u> |
|--|-------------------------|-----------------------|---------------------|---|
|  | <u>Original</u>         | <u>Final</u>          |                     |   |
| <b>Revenues:</b>                             |                         |                       |                     |   |
| Other local                                  | \$                      | \$                    | \$ 20,278           | \$ 20,278   |
| State aid and grants                         |                         |                       | 552,738             | 552,738   |
| <b>Total revenues</b>                        |                         |                       | <u>573,016</u>      | <u>573,016</u>  |
| <b>Expenditures:</b>                         |                         |                       |                     |   |
| Current -                                    |                         |                       |                     |   |
| Instruction                                  | 1,906,149               | 1,807,940             | 491,504             | 1,316,436   |
| Support services - students and staff        |                         |                       | 4,690               | (4,690)   |
| <b>Total expenditures</b>                    | <u>1,906,149</u>        | <u>1,807,940</u>      | <u>496,194</u>      | <u>1,311,746</u>  |
| <b>Changes in fund balances</b>              | <u>(1,906,149)</u>      | <u>(1,807,940)</u>    | <u>76,822</u>       | <u>1,884,762</u>  |
| <b>Fund balances, beginning of year</b>      |                         |                       | 1,016,920           | 1,016,920   |
| <b>Fund balances (deficits), end of year</b> | <u>\$ (1,906,149)</u>   | <u>\$ (1,807,940)</u> | <u>\$ 1,093,742</u> | <u>\$ 2,901,682</u>   |

See accompanying notes to this schedule.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**ARIZONA STATE RETIREMENT SYSTEM**  
**LAST SIX FISCAL YEARS**

|   | <u>2020</u>   | <u>2019</u>   | <u>2018</u>   | <u>2017</u>   |
|---|---------------|---------------|---------------|---------------|
| Measurement date  | June 30, 2019 | June 30, 2018 | June 30, 2017 | June 30, 2016 |
| District's proportion of the net pension (assets) liability   | 0.07%         | 0.08%         | 0.08%         | 0.08%         |
| District's proportionate share of the net pension (assets) liability  | \$ 10,647,086 | \$ 10,747,158 | \$ 12,509,175 | \$ 12,252,637 |
| District's covered payroll  | \$ 7,704,436  | \$ 7,658,587  | \$ 7,826,855  | \$ 7,113,576  |
| District's proportionate share of the net pension (assets) liability as a percentage of its covered payroll | 138.19%       | 140.33%       | 159.82%       | 172.24%       |
| Plan fiduciary net position as a percentage of the total pension liability                                  | 73.24%        | 73.40%        | 69.92%        | 67.06%        |

**SCHEDULE OF PENSION CONTRIBUTIONS**  
**ARIZONA STATE RETIREMENT SYSTEM**  
**LAST SIX FISCAL YEARS**

|  | <u>2020</u>    | <u>2019</u>    | <u>2018</u>    | <u>2017</u>    |
|--|----------------|----------------|----------------|----------------|
| Actuarially determined contribution                                  | \$ 866,290     | \$ 861,356     | \$ 834,786     | \$ 843,735     |
| Contributions in relation to the actuarially determined contribution | <u>866,290</u> | <u>861,356</u> | <u>834,786</u> | <u>843,735</u> |
| Contribution deficiency (excess)                                     | <u>\$</u>      | <u>\$</u>      | <u>\$</u>      | <u>\$</u>      |
| District's covered payroll   | \$ 7,565,852   | \$ 7,704,436   | \$ 7,658,587   | \$ 7,826,855   |
| Contributions as a percentage of covered payroll                     | 11.45%         | 11.18%         | 10.90%         | 10.78%         |

NOTE: The pension schedules in the required supplementary information are intended to show information for ten years, and additional information will be displayed as it becomes available.

See accompanying notes to this schedule.

**2016****2015**

June 30, 2015

June 30, 2014

0.08%

0.08%

\$ 12,144,684

\$ 11,619,226

\$ 7,221,331

\$ 7,052,561

168.18%

164.75%

68.35%

69.49%

**2016****2015**

\$ 771,823

\$ 786,403

771,823786,403\$\$

\$ 7,113,576

\$ 7,221,331

10.85%

10.89%

(This page intentionally left blank)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**JUNE 30, 2020**

**NOTE 1 – BUDGETARY BASIS OF ACCOUNTING**

The District budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except for the following items.

- Certain activities reported in the General Fund are budgeted in separate funds in accordance with Arizona Revised Statutes.
- Prepaid items are budgeted in the year prepaid.
- Employee insurance expenditures are budgeted in the year the employee insurance account is funded.

The following schedule reconciles expenditures and fund balances at the end of year.

|   | Total<br>Expenditures | Fund Balances<br>End of Year |
|---|-----------------------|------------------------------|
| Statement of Revenues, Expenditures and Changes in<br>Fund Balances – Governmental Funds              | \$ 9,743,686          | \$ 3,853,920                 |
| Activity budgeted as special revenue funds  | (255,507)             | (533,655)                    |
| Activity budgeted as capital projects funds   | (419,039)             | (872,471)                    |
| Current-year prepaid items  | (108,127)             |                              |
| Employee insurance account  | (22,297)              | (1,973)                      |
| Schedule of Revenues, Expenditures and Changes in<br>Fund Balances – Budget and Actual – General Fund | \$ 8,938,716          | \$ 2,445,821                 |

**NOTE 2 – PENSION PLAN SCHEDULES**

**Actuarial Assumptions for Valuations Performed.** The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the dates indicated, which is the most recent actuarial valuation. The actuarial assumptions used are disclosed in the notes to the financial statements.

**Factors that Affect Trends.** The actuarial assumptions used in the June 30, 2018, valuation were based on the results of an actuarial experience study for the five-year period ended June 30, 2016. The purpose of the experience study was to review actual experience in relation to the actuarial assumptions in effect. The ASRS Board adopted the experience study recommended changes which were applied to the June 30, 2017, actuarial valuation.

(This page intentionally left blank)

**COMBINING AND INDIVIDUAL  
FUND FINANCIAL STATEMENTS  
AND SCHEDULES**



(This page intentionally left blank)

**GOVERNMENTAL FUNDS**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING BALANCE SHEET - ALL NON-MAJOR GOVERNMENTAL FUNDS - BY FUND TYPE**  
**JUNE 30, 2020**

|  | <u>Special Revenue</u>         | <u>Capital Projects</u>      | <u>Total Non-Major<br/>Governmental<br/>Funds</u> |
|--|--------------------------------|------------------------------|---|
| <b><u>ASSETS</u></b>   |                                |                              |   |
| Cash and investments   | \$ 1,147,550                   | \$ 828,236                   | \$ 1,975,786                                      |
| Property taxes receivable  |                                | 63,537                       | 63,537  |
| Due from governmental entities   | <u>307,179</u>                 |                              | <u>307,179</u>                                    |
| <b>Total assets</b>  | <u><u>\$ 1,454,729</u></u>     | <u><u>\$ 891,773</u></u>     | <u><u>\$ 2,346,502</u></u>                        |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES<br/>AND FUND BALANCES</u></b> |                                |                              |   |
| Liabilities:   |                                |                              |   |
| Accounts payable   | \$ 76,661                      | \$ 41,106                    | \$ 117,767  |
| Due to other funds   | 97,056                         |                              | 97,056  |
| Accrued payroll and employee benefits  | 64,735                         |                              | 64,735  |
| Unearned revenues  | <u>956</u>                     |                              | <u>956</u>  |
| <b>Total liabilities</b>   | <u><u>239,408</u></u>          | <u><u>41,106</u></u>         | <u><u>280,514</u></u>                             |
| Deferred inflows of resources:   |                                |                              |   |
| Unavailable revenues - property taxes  |                                | 10,309                       | 10,309  |
| Unavailable revenues - intergovernmental   | <u>185,693</u>                 |                              | <u>185,693</u>                                    |
| <b>Total deferred inflows of resources</b>   | <u><u>185,693</u></u>          | <u><u>10,309</u></u>         | <u><u>196,002</u></u>                             |
| Fund balances (deficits):  |                                |                              |   |
| Restricted   | 1,176,698                      | 840,358                      | 2,017,056   |
| Unassigned   | <u>(147,070)</u>               |                              | <u>(147,070)</u>                                  |
| <b>Total fund balances</b>   | <u><u>1,029,628</u></u>        | <u><u>840,358</u></u>        | <u><u>1,869,986</u></u>                           |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b>  | <br><u><u>\$ 1,454,729</u></u> | <br><u><u>\$ 891,773</u></u> | <br><u><u>\$ 2,346,502</u></u>                    |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**ALL NON-MAJOR GOVERNMENTAL FUNDS - BY FUND TYPE**  
**YEAR ENDED JUNE 30, 2020**

|  | <u>Special Revenue</u> | <u>Capital Projects</u> | <u>Total Non-Major<br/>Governmental<br/>Funds</u> |
|--|------------------------|-------------------------|---|
| <b>Revenues:</b>   |                        |                         |   |
| Other local  | \$ 193,676             | \$ 40,403               | \$ 234,079  |
| Property taxes   |                        | 1,013,339               | 1,013,339   |
| State aid and grants                                     | 59,465                 |                         | 59,465  |
| Federal aid, grants and reimbursements                   | 3,024,267              |                         | 3,024,267   |
| <b>Total revenues</b>                                    | <u>3,277,408</u>       | <u>1,053,742</u>        | <u>4,331,150</u>                                  |
| <b>Expenditures:</b>                                     |                        |                         |   |
| Current -  |                        |                         |   |
| Instruction  | 1,636,664              |                         | 1,636,664   |
| Support services - students and staff                    | 371,621                |                         | 371,621   |
| Support services - administration                        | 177,146                |                         | 177,146   |
| Operation and maintenance of plant services              | 25,903                 |                         | 25,903  |
| Student transportation services                          | 18,029                 |                         | 18,029  |
| Operation of non-instructional services                  | 986,232                |                         | 986,232   |
| Capital outlay   | 173,955                | 573,114                 | 747,069   |
| <b>Total expenditures</b>                                | <u>3,389,550</u>       | <u>573,114</u>          | <u>3,962,664</u>                                  |
| <b>Excess (deficiency) of revenues over expenditures</b> | <u>(112,142)</u>       | <u>480,628</u>          | <u>368,486</u>                                    |
| <b>Other financing sources (uses):</b>                   |                        |                         |   |
| Transfers out  | (8,026)                | (1,068)                 | (9,094)   |
| <b>Total other financing sources (uses)</b>              | <u>(8,026)</u>         | <u>(1,068)</u>          | <u>(9,094)</u>                                    |
| <b>Changes in fund balances</b>                          | <u>(120,168)</u>       | <u>479,560</u>          | <u>359,392</u>                                    |
| <b>Fund balances, beginning of year, as restated</b>     | 1,149,796              | 360,798                 | 1,510,594   |
| <b>Fund balances, end of year</b>                        | <u>\$ 1,029,628</u>    | <u>\$ 840,358</u>       | <u>\$ 1,869,986</u>                               |

## **SPECIAL REVENUE FUNDS**

**Instructional Improvement** - to account for the activity of monies received from gaming revenue.

**County, City, and Town Grants** - to account for monies received from county, city and town grants.

**Title I Grants** - to account for financial assistance received for the purpose of improving the teaching and learning of children failing, or most at-risk of failing, to meet challenging State academic standards.

**Professional Development and Technology Grants** - to account for financial assistance received to increase student academic achievement through improving teacher quality.

**Title IV Grants** - to account for financial assistance received for chemical abuse awareness programs and expanding projects that benefit educational and health needs of the communities.

**Limited English & Immigrant Students** - to account for financial assistance received for educational services and costs for limited English and immigrant children.

**Special Education Grants** - to account for supplemental financial assistance received to provide a free, appropriate public education to disabled children.

**Medicaid Reimbursement** - to account for reimbursements related to specific health services provided to eligible students.

**E-Rate** - to account for financial assistance received for broadband internet and telecommunication costs.

**Other Federal Projects** - to account for financial assistance received for other supplemental federal projects.

**Other State Projects** - to account for financial assistance received for other State projects.

**Food Service** - to account for the financial activity of school activities that have as their purpose the preparation and serving of regular and incidental meals and snacks in connection with school functions.

**Civic Center** - to account for monies received from the rental of school facilities for civic activities.

**Community School** - to account for activity related to academic and skill development for all citizens.

**Auxiliary Operations** - to account for activity arising from bookstore, athletic and miscellaneous District related operations.

**Extracurricular Activities Fees Tax Credit** - to account for activity related to monies collected in support of extracurricular activities to be taken as a tax credit by the tax payer in accordance with A.R.S. §43-1089.01.

**Gifts and Donations** - to account for activity related to gifts, donations, bequests and private grants made to the District.

**Fingerprint** - to account for activity of fingerprinting employees as mandated by the State.

**Textbooks** - to account for monies received from students to replace or repair lost or damaged textbooks.

**Indirect Costs** - to account for monies received from federal projects for administrative costs.

**Insurance Refund** - to account for insurance premium payments that are refunded to the District.

**Student Activities** - to account for monies raised by students to finance student clubs and organizations.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING BALANCE SHEET - NON-MAJOR SPECIAL REVENUE FUNDS**  
**JUNE 30, 2020**

|  | Instructional<br>Improvement | County, City, and<br>Town Grants | Title I Grants       |
|--|------------------------------|----------------------------------|----------------------|
| <b><u>ASSETS</u></b>   |                              |                                  |                      |
| Cash and investments   | \$ 324,510                   | \$ 1,626                         | \$                   |
| Due from governmental entities   | 27,493                       |                                  | 33,787               |
| <b>Total assets</b>  | <b>\$ 352,003</b>            | <b>\$ 1,626</b>                  | <b>\$ 33,787</b>     |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES<br/>AND FUND BALANCES</u></b> |                              |                                  |                      |
| Liabilities:   |                              |                                  |                      |
| Accounts payable   | \$                           | \$                               | \$                   |
| Due to other funds   |                              |                                  | 14,710               |
| Accrued payroll and employee benefits  | 2,600                        |                                  | 19,077               |
| Unearned revenues  |                              |                                  |                      |
| <b>Total liabilities</b>   | <b>2,600</b>                 |                                  | <b>33,787</b>        |
| Deferred inflows of resources:   |                              |                                  |                      |
| Unavailable revenues - intergovernmental   |                              |                                  | 33,787               |
| Fund balances (deficits):  |                              |                                  |                      |
| Restricted   | 349,403                      | 1,626                            |                      |
| Unassigned   |                              |                                  | (33,787)             |
| <b>Total fund balances</b>   | <b>349,403</b>               | <b>1,626</b>                     | <b>(33,787)</b>      |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b>  | <br><b>\$ 352,003</b>        | <br><b>\$ 1,626</b>              | <br><b>\$ 33,787</b> |

| <u>Professional<br/>Development and<br/>Technology<br/>Grants</u> | <u>Title IV Grants</u> | <u>Limited English<br/>&amp; Immigrant<br/>Students</u> | <u>Special<br/>Education Grants</u> | <u>E-Rate</u>     | <u>Other Federal<br/>Projects</u> |
|---|------------------------|---|-------------------------------------|-------------------|-----------------------------------|
| \$ 3,154  | \$ 53,713              | \$ 343  | \$ 4,063                            | \$ 123,350        | \$ 89,962                         |
| <u>\$ 3,154</u>   | <u>\$ 53,713</u>       | <u>\$ 343</u>   | <u>\$ 4,063</u>                     | <u>\$ 63,689</u>  | <u>\$ 89,962</u>                  |
|   |                        |   |                                     | <u>\$ 187,039</u> |                                   |
| \$ 1,052  | \$ 40,118              | \$ 343  | \$ 4,063                            |                   | \$ 72,135                         |
| 2,102   | 2,274                  |   |                                     |                   | 27,772                            |
|   | 11,321                 |   |                                     |                   |                                   |
| <u>3,154</u>  | <u>53,713</u>          | <u>343</u>  | <u>4,063</u>                        |                   | <u>99,907</u>                     |
| 3,154   | 53,713                 | 343   | 4,063                               | 51,047            | 39,586                            |
| (3,154)   | (53,713)               | (343)   | (4,063)                             | 135,992           | (49,531)                          |
| <u>(3,154)</u>  | <u>(53,713)</u>        | <u>(343)</u>  | <u>(4,063)</u>                      | <u>135,992</u>    | <u>(49,531)</u>                   |
| <u>\$ 3,154</u>   | <u>\$ 53,713</u>       | <u>\$ 343</u>   | <u>\$ 4,063</u>                     | <u>\$ 187,039</u> | <u>\$ 89,962</u>                  |

(Continued)



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING BALANCE SHEET - NON-MAJOR SPECIAL REVENUE FUNDS**  
**JUNE 30, 2020**

|   | Other State<br>Projects | Food Service          | Civic Center         |
|---|-------------------------|-----------------------|----------------------|
| <b><u>ASSETS</u></b>  |                         |                       |                      |
| Cash and investments  | \$ 956                  | \$ 401,870            | \$ 63,478            |
| Due from governmental entities  |                         | 30,975                |                      |
| <b>Total assets</b>   | <b>\$ 956</b>           | <b>\$ 432,845</b>     | <b>\$ 63,478</b>     |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES</u></b>                      |                         |                       |                      |
| <b><u>AND FUND BALANCES</u></b>   |                         |                       |                      |
| Liabilities:  |                         |                       |                      |
| Accounts payable  | \$                      | \$ 36,543             | \$                   |
| Due to other funds  |                         |                       |                      |
| Accrued payroll and employee benefits   |                         | 1,863                 |                      |
| Unearned revenues   | 956                     |                       |                      |
| <b>Total liabilities</b>  | <b>956</b>              | <b>38,406</b>         |                      |
| Deferred inflows of resources:  |                         |                       |                      |
| Unavailable revenues - intergovernmental  |                         |                       |                      |
| Fund balances (deficits):   |                         |                       |                      |
| Restricted  |                         | 394,439               | 63,478               |
| Unassigned  |                         |                       |                      |
| <b>Total fund balances</b>  | <b></b>                 | <b>394,439</b>        | <b>63,478</b>        |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b> | <br><b>\$ 956</b>       | <br><b>\$ 432,845</b> | <br><b>\$ 63,478</b> |

| <u>Community School</u> | <u>Extracurricular Activities Fees Tax Credit</u> | <u>Fingerprint</u> | <u>Textbooks</u> | <u>Insurance Refund</u> | <u>Student Activities</u> |
|-------------------------|---|--------------------|------------------|-------------------------|---------------------------|
| \$                      | \$ 147,727  | \$ 884             | \$ 12,634        | \$ 32,797               | \$ 37,718                 |
| <u>\$</u>               | <u>\$ 147,727</u>                                 | <u>\$ 884</u>      | <u>\$ 12,634</u> | <u>\$ 32,797</u>        | <u>\$ 37,718</u>          |
| <br>                    |   |                    |                  |                         |                           |
| \$                      | \$  | \$                 | \$               | \$                      | \$                        |
| 2,479                   |   |                    |                  |                         |                           |
| <u>2,479</u>            |   |                    |                  |                         |                           |
| <br>                    |   |                    |                  |                         |                           |
|                         | 147,727   | 884                | 12,634           | 32,797                  | 37,718                    |
| <u>(2,479)</u>          | <u>147,727</u>                                    | <u>884</u>         | <u>12,634</u>    | <u>32,797</u>           | <u>37,718</u>             |
| <u>\$</u>               | <u>\$ 147,727</u>                                 | <u>\$ 884</u>      | <u>\$ 12,634</u> | <u>\$ 32,797</u>        | <u>\$ 37,718</u>          |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
COMBINING BALANCE SHEET - NON-MAJOR SPECIAL REVENUE FUNDS  
JUNE 30, 2020**

|  | Totals                  |
|--|-------------------------|
| <b><u>ASSETS</u></b>   |                         |
| Cash and investments   | \$ 1,147,550            |
| Due from governmental entities   | 307,179                 |
| <b>Total assets</b>  | <b>\$ 1,454,729</b>     |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES<br/>AND FUND BALANCES</u></b> |                         |
| Liabilities:   |                         |
| Accounts payable   | \$ 76,661               |
| Due to other funds   | 97,056                  |
| Accrued payroll and employee benefits  | 64,735                  |
| Unearned revenues  | 956                     |
| <b>Total liabilities</b>   | <b>239,408</b>          |
| Deferred inflows of resources:   |                         |
| Unavailable revenues - intergovernmental   | 185,693                 |
| Fund balances (deficits):  |                         |
| Restricted   | 1,176,698               |
| Unassigned   | (147,070)               |
| <b>Total fund balances</b>   | <b>1,029,628</b>        |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b>  | <br><b>\$ 1,454,729</b> |

(This page intentionally left blank)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Instructional<br>Improvement | County, City, and<br>Town Grants | Title I Grants     |
|--|------------------------------|----------------------------------|--------------------|
| <b>Revenues:</b>   |                              |                                  |                    |
| Other local  | \$ 7,165                     | \$ 12,485                        | \$                 |
| State aid and grants                                     | 50,357                       |                                  |                    |
| Federal aid, grants and reimbursements                   |                              |                                  | 564,314            |
| <b>Total revenues</b>                                    | <b>57,522</b>                | <b>12,485</b>                    | <b>564,314</b>     |
| <b>Expenditures:</b>                                     |                              |                                  |                    |
| Current -  |                              |                                  |                    |
| Instruction  | 58,434                       |                                  | 451,462            |
| Support services - students and staff                    | 20,950                       |                                  | 120,462            |
| Support services - administration                        | 12,184                       |                                  | 1,400              |
| Operation and maintenance of plant services              |                              |                                  |                    |
| Student transportation services                          |                              |                                  |                    |
| Operation of non-instructional services                  |                              | 10,453                           |                    |
| Capital outlay   |                              |                                  |                    |
| <b>Total expenditures</b>                                | <b>91,568</b>                | <b>10,453</b>                    | <b>573,324</b>     |
| <b>Excess (deficiency) of revenues over expenditures</b> | <b>(34,046)</b>              | <b>2,032</b>                     | <b>(9,010)</b>     |
| <b>Other financing sources (uses):</b>                   |                              |                                  |                    |
| Transfers out  |                              |                                  |                    |
| <b>Total other financing sources (uses)</b>              |                              |                                  |                    |
| <b>Changes in fund balances</b>                          | <b>(34,046)</b>              | <b>2,032</b>                     | <b>(9,010)</b>     |
| <b>Fund balances (deficits), beginning of year</b>       | 383,449                      | (406)                            | (24,777)           |
| <b>Fund balances (deficits), end of year</b>             | <b>\$ 349,403</b>            | <b>\$ 1,626</b>                  | <b>\$ (33,787)</b> |

| Professional<br>Development and<br>Technology<br>Grants | Title IV Grants    | Limited English<br>& Immigrant<br>Students | Special<br>Education Grants | E-Rate            | Other Federal<br>Projects |
|---|--------------------|--|-----------------------------|-------------------|---------------------------|
| \$  | \$                 | \$   | \$                          | \$ 2,986          | \$                        |
| 28,680  | 157,810            | 69,768                                     | 222,329                     | 50,568            | 1,148,006                 |
| <u>28,680</u>   | <u>157,810</u>     | <u>69,768</u>                              | <u>222,329</u>              | <u>53,554</u>     | <u>1,148,006</u>          |
| 29,104  | 87,224             | 35,418                                     | 100,367                     |                   | 883,163                   |
|   | 79,549             | 4,725                                      | 62,323                      |                   | 47,193                    |
|   | 250                | 85   | 405                         | 6,300             | 155,928                   |
|   |                    |  |                             | 12,642            | 1,705                     |
|   | 21,109             |  | 1,427                       | 51,047            | 1,457                     |
| <u>29,104</u>   | <u>188,132</u>     | <u>40,228</u>                              | <u>164,522</u>              | <u>69,989</u>     | <u>65,398</u>             |
| <u>(424)</u>  | <u>(30,322)</u>    | <u>29,540</u>                              | <u>57,807</u>               | <u>(16,435)</u>   | <u>(6,838)</u>            |
|   |                    | (1,927)                                    | (6,099)                     |                   |                           |
|   |                    | <u>(1,927)</u>                             | <u>(6,099)</u>              |                   |                           |
| <u>(424)</u>  | <u>(30,322)</u>    | <u>27,613</u>                              | <u>51,708</u>               | <u>(16,435)</u>   | <u>(6,838)</u>            |
| (2,730)   | (23,391)           | (27,956)                                   | (55,771)                    | 152,427           | (42,693)                  |
| <u>\$ (3,154)</u>                                       | <u>\$ (53,713)</u> | <u>\$ (343)</u>                            | <u>\$ (4,063)</u>           | <u>\$ 135,992</u> | <u>\$ (49,531)</u>        |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Other State<br>Projects | Food Service | Civic Center |
|--|-------------------------|--------------|--------------|
| <b>Revenues:</b>   |                         |              |              |
| Other local  | \$                      | \$ 36,014    | \$ 1,199     |
| State aid and grants                                     | 9,108                   |              |              |
| Federal aid, grants and reimbursements                   |                         | 782,792      |              |
| <b>Total revenues</b>                                    | 9,108                   | 818,806      | 1,199        |
| <b>Expenditures:</b>                                     |                         |              |              |
| Current -  |                         |              |              |
| Instruction  | 5,094                   |              |              |
| Support services - students and staff                    | 4,014                   |              |              |
| Support services - administration                        |                         | 594          |              |
| Operation and maintenance of plant services              |                         | 10,318       |              |
| Student transportation services                          |                         |              |              |
| Operation of non-instructional services                  |                         | 910,082      |              |
| Capital outlay   |                         | 34,974       |              |
| <b>Total expenditures</b>                                | 9,108                   | 955,968      |              |
| <b>Excess (deficiency) of revenues over expenditures</b> |                         | (137,162)    | 1,199        |
| <b>Other financing sources (uses):</b>                   |                         |              |              |
| Transfers out  |                         |              |              |
| <b>Total other financing sources (uses)</b>              |                         |              |              |
| <b>Changes in fund balances</b>                          |                         | (137,162)    | 1,199        |
| <b>Fund balances (deficits), beginning of year</b>       |                         | 531,601      | 62,279       |
| <b>Fund balances (deficits), end of year</b>             | \$                      | \$ 394,439   | \$ 63,478    |

| <u>Community School</u> | <u>Extracurricular Activities Fees Tax Credit</u> | <u>Fingerprint</u> | <u>Textbooks</u> | <u>Insurance Refund</u> | <u>Student Activities</u> |
|-------------------------|---|--------------------|------------------|-------------------------|---------------------------|
| \$ 11,626               | \$ 47,130   | \$ 17              | \$ 620           | \$ 631                  | \$ 73,803                 |
| <u>11,626</u>           | <u>47,130</u>                                     | <u>17</u>          | <u>620</u>       | <u>631</u>              | <u>73,803</u>             |
| 1,791                   | 15,502  |                    |                  |                         |                           |
|                         | 1,510   |                    |                  |                         |                           |
| 1,238                   |   |                    |                  |                         |                           |
|                         | 18,029  |                    |                  |                         |                           |
| 14,656                  |   |                    |                  |                         | 49,584                    |
| <u>17,685</u>           | <u>35,041</u>                                     |                    |                  |                         | <u>49,584</u>             |
| <u>(6,059)</u>          | <u>12,089</u>                                     | <u>17</u>          | <u>620</u>       | <u>631</u>              | <u>24,219</u>             |
|                         |   |                    |                  |                         |                           |
|                         |   |                    |                  |                         |                           |
| <u>(6,059)</u>          | <u>12,089</u>                                     | <u>17</u>          | <u>620</u>       | <u>631</u>              | <u>24,219</u>             |
| 3,580                   | 135,638   | 867                | 12,014           | 32,166                  | 13,499                    |
| <u>\$ (2,479)</u>       | <u>\$ 147,727</u>                                 | <u>\$ 884</u>      | <u>\$ 12,634</u> | <u>\$ 32,797</u>        | <u>\$ 37,718</u>          |

(Continued)



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Totals                  |
|--|-------------------------|
| <b>Revenues:</b>   |                         |
| Other local  | \$ 193,676              |
| State aid and grants   | 59,465                  |
| Federal aid, grants and reimbursements                       | 3,024,267               |
| <b>Total revenues</b>  | <b>3,277,408</b>        |
| <br><b>Expenditures:</b>                                     |                         |
| Current -  |                         |
| Instruction  | 1,636,664               |
| Support services - students and staff                        | 371,621                 |
| Support services - administration                            | 177,146                 |
| Operation and maintenance of plant services                  | 25,903                  |
| Student transportation services                              | 18,029                  |
| Operation of non-instructional services                      | 986,232                 |
| Capital outlay   | 173,955                 |
| <b>Total expenditures</b>                                    | <b>3,389,550</b>        |
| <br><b>Excess (deficiency) of revenues over expenditures</b> | <br><b>(112,142)</b>    |
| <br><b>Other financing sources (uses):</b>                   |                         |
| Transfers out  | (8,026)                 |
| <b>Total other financing sources (uses)</b>                  | <b>(8,026)</b>          |
| <br><b>Changes in fund balances</b>                          | <br><b>(120,168)</b>    |
| <br><b>Fund balances (deficits), beginning of year</b>       | <br><b>1,149,796</b>    |
| <br><b>Fund balances, end of year</b>                        | <br><b>\$ 1,029,628</b> |

(This page intentionally left blank)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Instructional Improvement |            | Variance -<br>Positive<br>(Negative) |
|--|---------------------------|------------|--------------------------------------|
|  | Budget                    | Actual     |                                      |
| <b>Revenues:</b>   |                           |            |                                      |
| Other local  | \$                        | \$ 7,165   | \$ 7,165                             |
| State aid and grants                                     |                           | 50,357     | 50,357                               |
| Federal aid, grants and reimbursements                   |                           |            |                                      |
| <b>Total revenues</b>                                    | 359,256                   | 91,568     | 267,688                              |
| <b>Expenditures:</b>                                     |                           |            |                                      |
| Current -  |                           |            |                                      |
| Instruction  | 359,256                   | 58,434     | 300,822                              |
| Support services - students and staff                    |                           | 20,950     | (20,950)                             |
| Support services - administration                        |                           | 12,184     | (12,184)                             |
| Operation and maintenance of plant services              |                           |            |                                      |
| Student transportation services                          |                           |            |                                      |
| Operation of non-instructional services                  |                           |            |                                      |
| Capital outlay   |                           |            |                                      |
| <b>Total expenditures</b>                                | 359,256                   | 91,568     | 267,688                              |
| <b>Excess (deficiency) of revenues over expenditures</b> | (359,256)                 | (34,046)   | 325,210                              |
| <b>Other financing sources (uses):</b>                   |                           |            |                                      |
| Transfers in   |                           |            |                                      |
| Transfers out  |                           |            |                                      |
| <b>Total other financing sources (uses)</b>              |                           |            |                                      |
| <b>Changes in fund balances</b>                          | (359,256)                 | (34,046)   | 325,210                              |
| <b>Fund balances (deficits), beginning of year</b>       |                           | 383,449    | 383,449                              |
| <b>Fund balances (deficits), end of year</b>             | \$ (359,256)              | \$ 349,403 | \$ 708,659                           |

| County, City, and Town Grants |                 |                                | Title I Grants      |                    |                                |
|-------------------------------|-----------------|--------------------------------|---------------------|--------------------|--------------------------------|
| Budget                        | Actual          | Variance - Positive (Negative) | Budget              | Actual             | Variance - Positive (Negative) |
| \$                            | \$ 12,485       | \$ 12,485                      | \$                  | \$                 | \$                             |
|                               |                 |                                |                     | 564,314            | 564,314                        |
|                               | <u>12,485</u>   | <u>12,485</u>                  |                     | <u>564,314</u>     | <u>564,314</u>                 |
|                               |                 |                                | 642,157             | 451,462            | 190,695                        |
|                               |                 |                                |                     | 120,462            | (120,462)                      |
|                               |                 |                                |                     | 1,400              | (1,400)                        |
| 26,752                        | 10,453          | 16,299                         |                     |                    |                                |
| <u>26,752</u>                 | <u>10,453</u>   | <u>16,299</u>                  | <u>642,157</u>      | <u>573,324</u>     | <u>68,833</u>                  |
| <u>(26,752)</u>               | <u>2,032</u>    | <u>28,784</u>                  | <u>(642,157)</u>    | <u>(9,010)</u>     | <u>633,147</u>                 |
|                               |                 |                                |                     |                    |                                |
|                               |                 |                                |                     |                    |                                |
| <u>(26,752)</u>               | <u>2,032</u>    | <u>28,784</u>                  | <u>(642,157)</u>    | <u>(9,010)</u>     | <u>633,147</u>                 |
|                               | (406)           | (406)                          |                     | (24,777)           | (24,777)                       |
| <u>\$ (26,752)</u>            | <u>\$ 1,626</u> | <u>\$ 28,378</u>               | <u>\$ (642,157)</u> | <u>\$ (33,787)</u> | <u>\$ 608,370</u>              |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Professional Development and Technology Grants |            |                                      |
|--|--|------------|--------------------------------------|
|  | Budget   | Actual     | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |  |            |                                      |
| Other local  | \$   | \$         | \$                                   |
| State aid and grants                                     |  |            |                                      |
| Federal aid, grants and reimbursements                   |  | 28,680     | 28,680                               |
| <b>Total revenues</b>                                    |  | 28,680     | 28,680                               |
| <b>Expenditures:</b>                                     |  |            |                                      |
| Current -  |  |            |                                      |
| Instruction  |  |            |                                      |
| Support services - students and staff                    | 29,844   | 29,104     | 740                                  |
| Support services - administration                        |  |            |                                      |
| Operation and maintenance of plant services              |  |            |                                      |
| Student transportation services                          |  |            |                                      |
| Operation of non-instructional services                  |  |            |                                      |
| Capital outlay   |  |            |                                      |
| <b>Total expenditures</b>                                | 29,844   | 29,104     | 740                                  |
| <b>Excess (deficiency) of revenues over expenditures</b> | (29,844)                                       | (424)      | 29,420                               |
| <b>Other financing sources (uses):</b>                   |  |            |                                      |
| Transfers in   |  |            |                                      |
| Transfers out  |  |            |                                      |
| <b>Total other financing sources (uses)</b>              |  |            |                                      |
| <b>Changes in fund balances</b>                          | (29,844)                                       | (424)      | 29,420                               |
| <b>Fund balances (deficits), beginning of year</b>       |  | (2,730)    | (2,730)                              |
| <b>Fund balances (deficits), end of year</b>             | \$ (29,844)                                    | \$ (3,154) | \$ 26,690                            |

| Title IV Grants |             |                                | Limited English & Immigrant Students |          |                                |
|-----------------|-------------|--------------------------------|--------------------------------------|----------|--------------------------------|
| Budget          | Actual      | Variance - Positive (Negative) | Budget                               | Actual   | Variance - Positive (Negative) |
| \$              | \$          | \$                             | \$                                   | \$       | \$                             |
|                 | 157,810     | 157,810                        |                                      | 69,768   | 69,768                         |
|                 | 157,810     | 157,810                        |                                      | 69,768   | 69,768                         |
| 207,419         | 87,224      | 120,195                        | 57,284                               | 35,418   | 21,866                         |
|                 | 79,549      | (79,549)                       |                                      | 4,725    | (4,725)                        |
|                 | 250         | (250)                          |                                      | 85       | (85)                           |
|                 | 21,109      | (21,109)                       |                                      |          |                                |
| 207,419         | 188,132     | 19,287                         | 57,284                               | 40,228   | 17,056                         |
| (207,419)       | (30,322)    | 177,097                        | (57,284)                             | 29,540   | 86,824                         |
|                 |             |                                |                                      | (1,927)  | (1,927)                        |
|                 |             |                                |                                      | (1,927)  | (1,927)                        |
| (207,419)       | (30,322)    | 177,097                        | (57,284)                             | 27,613   | 84,897                         |
|                 | (23,391)    | (23,391)                       |                                      | (27,956) | (27,956)                       |
| \$ (207,419)    | \$ (53,713) | \$ 153,706                     | \$ (57,284)                          | \$ (343) | \$ 56,941                      |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Special Education Grants |            |                                      |
|--|--------------------------|------------|--------------------------------------|
|  | Budget                   | Actual     | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |                          |            |                                      |
| Other local  | \$                       | \$         | \$                                   |
| State aid and grants                                     |                          |            |                                      |
| Federal aid, grants and reimbursements                   |                          | 222,329    | 222,329                              |
| <b>Total revenues</b>                                    |                          | 222,329    | 222,329                              |
| <b>Expenditures:</b>                                     |                          |            |                                      |
| Current -  |                          |            |                                      |
| Instruction  | 283,899                  | 100,367    | 183,532                              |
| Support services - students and staff                    |                          | 62,323     | (62,323)                             |
| Support services - administration                        |                          | 405        | (405)                                |
| Operation and maintenance of plant services              |                          |            |                                      |
| Student transportation services                          |                          |            |                                      |
| Operation of non-instructional services                  |                          |            |                                      |
| Capital outlay   |                          | 1,427      | (1,427)                              |
| <b>Total expenditures</b>                                | 283,899                  | 164,522    | 119,377                              |
| <b>Excess (deficiency) of revenues over expenditures</b> | (283,899)                | 57,807     | 341,706                              |
| <b>Other financing sources (uses):</b>                   |                          |            |                                      |
| Transfers in   |                          |            |                                      |
| Transfers out  |                          | (6,099)    | (6,099)                              |
| <b>Total other financing sources (uses)</b>              |                          | (6,099)    | (6,099)                              |
| <b>Changes in fund balances</b>                          | (283,899)                | 51,708     | 335,607                              |
| <b>Fund balances (deficits), beginning of year</b>       |                          | (55,771)   | (55,771)                             |
| <b>Fund balances (deficits), end of year</b>             | \$ (283,899)             | \$ (4,063) | \$ 279,836                           |

| Medicaid Reimbursement |                 |                                | E-Rate      |            |                                |
|------------------------|-----------------|--------------------------------|-------------|------------|--------------------------------|
| Budget                 | Non-GAAP Actual | Variance - Positive (Negative) | Budget      | Actual     | Variance - Positive (Negative) |
| \$                     | \$              | \$                             | \$          | \$ 2,986   | \$ 2,986                       |
|                        |                 |                                |             | 50,568     | 50,568                         |
|                        |                 |                                |             | 53,554     | 53,554                         |
| 116,988                | 5,344           | 111,644                        |             | 6,300      | (6,300)                        |
|                        | 583             | (583)                          |             | 12,642     | (12,642)                       |
|                        |                 |                                | 69,121      | 51,047     | 18,074                         |
| 116,988                | 5,927           | 111,061                        | 69,121      | 69,989     | (868)                          |
| (116,988)              | (5,927)         | 111,061                        | (69,121)    | (16,435)   | 52,686                         |
|                        |                 |                                |             |            |                                |
|                        |                 |                                |             |            |                                |
| (116,988)              | (5,927)         | 111,061                        | (69,121)    | (16,435)   | 52,686                         |
|                        | 153,190         | 153,190                        |             | 152,427    | 152,427                        |
| \$ (116,988)           | \$ 147,263      | \$ 264,251                     | \$ (69,121) | \$ 135,992 | \$ 205,113                     |

(Continued)



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Other Federal Projects |             | Variance -<br>Positive<br>(Negative) |
|--|------------------------|-------------|--------------------------------------|
|  | Budget                 | Actual      |                                      |
| <b>Revenues:</b>   |                        |             |                                      |
| Other local  | \$                     | \$          | \$                                   |
| State aid and grants                                     |                        |             |                                      |
| Federal aid, grants and reimbursements                   |                        | 1,148,006   | 1,148,006                            |
| <b>Total revenues</b>                                    |                        | 1,148,006   | 1,148,006                            |
| <b>Expenditures:</b>                                     |                        |             |                                      |
| Current -  |                        |             |                                      |
| Instruction  | 2,052,640              | 883,163     | 1,169,477                            |
| Support services - students and staff                    |                        | 47,193      | (47,193)                             |
| Support services - administration                        |                        | 155,928     | (155,928)                            |
| Operation and maintenance of plant services              |                        | 1,705       | (1,705)                              |
| Student transportation services                          |                        |             |                                      |
| Operation of non-instructional services                  |                        | 1,457       | (1,457)                              |
| Capital outlay   |                        | 65,398      | (65,398)                             |
| <b>Total expenditures</b>                                | 2,052,640              | 1,154,844   | 897,796                              |
| <b>Excess (deficiency) of revenues over expenditures</b> | (2,052,640)            | (6,838)     | 2,045,802                            |
| <b>Other financing sources (uses):</b>                   |                        |             |                                      |
| Transfers in   |                        |             |                                      |
| Transfers out  |                        |             |                                      |
| <b>Total other financing sources (uses)</b>              |                        |             |                                      |
| <b>Changes in fund balances</b>                          | (2,052,640)            | (6,838)     | 2,045,802                            |
| <b>Fund balances (deficits), beginning of year</b>       |                        | (42,693)    | (42,693)                             |
| <b>Fund balances (deficits), end of year</b>             | \$ (2,052,640)         | \$ (49,531) | \$ 2,003,109                         |

| Other State Projects |              |                                | Food Service        |                   |                                |
|----------------------|--------------|--------------------------------|---------------------|-------------------|--------------------------------|
| Budget               | Actual       | Variance - Positive (Negative) | Budget              | Actual            | Variance - Positive (Negative) |
| \$                   | \$ 9,108     | \$ 9,108                       | \$                  | \$ 36,014         | \$ 36,014                      |
|                      | <u>9,108</u> | <u>9,108</u>                   |                     | <u>782,792</u>    | <u>782,792</u>                 |
|                      | <u>9,108</u> | <u>9,108</u>                   |                     | <u>818,806</u>    | <u>818,806</u>                 |
| 158,809              | 5,094        | 153,715                        |                     | 594               | (594)                          |
|                      | 4,014        | (4,014)                        |                     | 10,318            | (10,318)                       |
|                      |              |                                | 774,545             | 910,082           | (135,537)                      |
|                      |              |                                |                     | 34,974            | (34,974)                       |
| <u>158,809</u>       | <u>9,108</u> | <u>149,701</u>                 | <u>774,545</u>      | <u>955,968</u>    | <u>(181,423)</u>               |
| <u>(158,809)</u>     |              | <u>158,809</u>                 | <u>(774,545)</u>    | <u>(137,162)</u>  | <u>637,383</u>                 |
|                      |              |                                |                     |                   |                                |
|                      |              |                                |                     |                   |                                |
| <u>(158,809)</u>     |              | <u>158,809</u>                 | <u>(774,545)</u>    | <u>(137,162)</u>  | <u>637,383</u>                 |
|                      |              |                                |                     | 531,601           | 531,601                        |
| <u>\$ (158,809)</u>  | <u>\$</u>    | <u>\$ 158,809</u>              | <u>\$ (774,545)</u> | <u>\$ 394,439</u> | <u>\$ 1,168,984</u>            |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Civic Center |           |                                      |
|--|--------------|-----------|--------------------------------------|
|  | Budget       | Actual    | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |              |           |                                      |
| Other local  | \$           | \$ 1,199  | \$ 1,199                             |
| State aid and grants                                     |              |           |                                      |
| Federal aid, grants and reimbursements                   |              |           |                                      |
| <b>Total revenues</b>                                    | 60,961       | 1,199     | 1,199                                |
| <b>Expenditures:</b>                                     |              |           |                                      |
| Current -  |              |           |                                      |
| Instruction  |              |           |                                      |
| Support services - students and staff                    |              |           |                                      |
| Support services - administration                        |              |           |                                      |
| Operation and maintenance of plant services              |              |           |                                      |
| Student transportation services                          |              |           |                                      |
| Operation of non-instructional services                  | 60,961       |           | 60,961                               |
| Capital outlay   |              |           |                                      |
| <b>Total expenditures</b>                                | 60,961       |           | 60,961                               |
| <b>Excess (deficiency) of revenues over expenditures</b> | (60,961)     | 1,199     | 62,160                               |
| <b>Other financing sources (uses):</b>                   |              |           |                                      |
| Transfers in   |              |           |                                      |
| Transfers out  |              |           |                                      |
| <b>Total other financing sources (uses)</b>              |              |           |                                      |
| <b>Changes in fund balances</b>                          | (60,961)     | 1,199     | 62,160                               |
| <b>Fund balances (deficits), beginning of year</b>       |              | 62,279    | 62,279                               |
| <b>Fund balances (deficits), end of year</b>             | \$ (60,961)  | \$ 63,478 | \$ 124,439                           |

| Community School   |                   |                                | Auxiliary Operations |                  |                                |
|--------------------|-------------------|--------------------------------|----------------------|------------------|--------------------------------|
| Budget             | Actual            | Variance - Positive (Negative) | Budget               | Non-GAAP Actual  | Variance - Positive (Negative) |
| \$                 | \$ 11,626         | \$ 11,626                      | \$                   | \$ 13,292        | \$ 13,292                      |
|                    | <u>11,626</u>     | <u>11,626</u>                  |                      | <u>13,292</u>    | <u>13,292</u>                  |
|                    | 1,791             | (1,791)                        | 10,000               | 4,235            | 5,765                          |
|                    | 1,238             | (1,238)                        |                      | 730              | (730)                          |
| 37,000             | 14,656            | 22,344                         |                      | 1,315            | (1,315)                        |
| <u>37,000</u>      | <u>17,685</u>     | <u>19,315</u>                  | <u>10,000</u>        | <u>6,280</u>     | <u>3,720</u>                   |
| <u>(37,000)</u>    | <u>(6,059)</u>    | <u>30,941</u>                  | <u>(10,000)</u>      | <u>7,012</u>     | <u>17,012</u>                  |
|                    |                   |                                |                      |                  |                                |
|                    |                   |                                |                      |                  |                                |
| <u>(37,000)</u>    | <u>(6,059)</u>    | <u>30,941</u>                  | <u>(10,000)</u>      | <u>7,012</u>     | <u>17,012</u>                  |
|                    | 3,580             | 3,580                          |                      | 15,533           | 15,533                         |
| <u>\$ (37,000)</u> | <u>\$ (2,479)</u> | <u>\$ 34,521</u>               | <u>\$ (10,000)</u>   | <u>\$ 22,545</u> | <u>\$ 32,545</u>               |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Extracurricular Activities Fees Tax Credit |            |                                      |
|--|--|------------|--------------------------------------|
|  | Budget                                     | Actual     | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |  |            |                                      |
| Other local  | \$   | \$ 47,130  | \$ 47,130                            |
| State aid and grants                                     |  |            |                                      |
| Federal aid, grants and reimbursements                   |  |            |                                      |
| <b>Total revenues</b>                                    |  | 47,130     | 47,130                               |
| <b>Expenditures:</b>                                     |  |            |                                      |
| Current -  |  |            |                                      |
| Instruction  |  | 15,502     | (15,502)                             |
| Support services - students and staff                    |  | 1,510      | (1,510)                              |
| Support services - administration                        |  |            |                                      |
| Operation and maintenance of plant services              |  |            |                                      |
| Student transportation services                          | 119,832                                    | 18,029     | 101,803                              |
| Operation of non-instructional services                  |  |            |                                      |
| Capital outlay   |  |            |                                      |
| <b>Total expenditures</b>                                | 119,832                                    | 35,041     | 84,791                               |
| <b>Excess (deficiency) of revenues over expenditures</b> | (119,832)                                  | 12,089     | 131,921                              |
| <b>Other financing sources (uses):</b>                   |  |            |                                      |
| Transfers in   |  |            |                                      |
| Transfers out  |  |            |                                      |
| <b>Total other financing sources (uses)</b>              |  |            |                                      |
| <b>Changes in fund balances</b>                          | (119,832)                                  | 12,089     | 131,921                              |
| <b>Fund balances (deficits), beginning of year</b>       |  | 135,638    | 135,638                              |
| <b>Fund balances (deficits), end of year</b>             | \$ (119,832)                               | \$ 147,727 | \$ 267,559                           |

| Gifts and Donations |                   |                                | Fingerprint |               |                                |
|---------------------|-------------------|--------------------------------|-------------|---------------|--------------------------------|
| Budget              | Non-GAAP Actual   | Variance - Positive (Negative) | Budget      | Actual        | Variance - Positive (Negative) |
| \$                  | \$ 66,568         | \$ 66,568                      | \$          | \$ 17         | \$ 17                          |
|                     | <u>66,568</u>     | <u>66,568</u>                  |             | <u>17</u>     | <u>17</u>                      |
| 212,177             | 13,057            | 199,120                        |             |               |                                |
|                     | 8,316             | (8,316)                        |             |               |                                |
|                     | 11,033            | (11,033)                       |             |               |                                |
|                     | 12,727            | (12,727)                       |             |               |                                |
|                     | 12,230            | (12,230)                       |             |               |                                |
|                     | 7,956             | (7,956)                        |             |               |                                |
| <u>212,177</u>      | <u>65,319</u>     | <u>146,858</u>                 |             |               |                                |
| <u>(212,177)</u>    | <u>1,249</u>      | <u>213,426</u>                 |             | <u>17</u>     | <u>17</u>                      |
|                     |                   |                                |             |               |                                |
|                     |                   |                                |             |               |                                |
| <u>(212,177)</u>    | <u>1,249</u>      | <u>213,426</u>                 |             | <u>17</u>     | <u>17</u>                      |
|                     | 164,091           | 164,091                        |             | 867           | 867                            |
| <u>\$ (212,177)</u> | <u>\$ 165,340</u> | <u>\$ 377,517</u>              | <u>\$</u>   | <u>\$ 884</u> | <u>\$ 884</u>                  |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Textbooks |           | Variance -<br>Positive<br>(Negative) |
|--|-----------|-----------|--------------------------------------|
|  | Budget    | Actual    |                                      |
| <b>Revenues:</b>   |           |           |                                      |
| Other local  | \$        | \$ 620    | \$ 620                               |
| State aid and grants                                     |           |           |                                      |
| Federal aid, grants and reimbursements                   |           |           |                                      |
| <b>Total revenues</b>                                    |           | 620       | 620                                  |
| <b>Expenditures:</b>                                     |           |           |                                      |
| Current -  |           |           |                                      |
| Instruction  |           |           |                                      |
| Support services - students and staff                    |           |           |                                      |
| Support services - administration                        |           |           |                                      |
| Operation and maintenance of plant services              |           |           |                                      |
| Student transportation services                          |           |           |                                      |
| Operation of non-instructional services                  |           |           |                                      |
| Capital outlay   |           |           |                                      |
| <b>Total expenditures</b>                                |           |           |                                      |
| <b>Excess (deficiency) of revenues over expenditures</b> |           | 620       | 620                                  |
| <b>Other financing sources (uses):</b>                   |           |           |                                      |
| Transfers in   |           |           |                                      |
| Transfers out  |           |           |                                      |
| <b>Total other financing sources (uses)</b>              |           |           |                                      |
| <b>Changes in fund balances</b>                          |           | 620       | 620                                  |
| <b>Fund balances (deficits), beginning of year</b>       |           | 12,014    | 12,014                               |
| <b>Fund balances (deficits), end of year</b>             | \$        | \$ 12,634 | \$ 12,634                            |

| Indirect Costs      |                   |                                | Insurance Refund |                  |                                |
|---------------------|-------------------|--------------------------------|------------------|------------------|--------------------------------|
| Budget              | Non-GAAP Actual   | Variance - Positive (Negative) | Budget           | Actual           | Variance - Positive (Negative) |
| \$                  | \$ 5,610          | \$ 5,610                       | \$               | \$ 631           | \$ 631                         |
|                     | <u>5,610</u>      | <u>5,610</u>                   |                  | <u>631</u>       | <u>631</u>                     |
|                     | 7,101             | (7,101)                        |                  |                  |                                |
|                     | 55,834            | (55,834)                       |                  |                  |                                |
| 474,328             | 115,046           | 359,282                        |                  |                  |                                |
| <u>474,328</u>      | <u>177,981</u>    | <u>296,347</u>                 |                  |                  |                                |
| <u>(474,328)</u>    | <u>(172,371)</u>  | <u>301,957</u>                 |                  | <u>631</u>       | <u>631</u>                     |
|                     | 8,026             | 8,026                          |                  |                  |                                |
|                     | <u>8,026</u>      | <u>8,026</u>                   |                  |                  |                                |
| <u>(474,328)</u>    | <u>(164,345)</u>  | <u>309,983</u>                 |                  | <u>631</u>       | <u>631</u>                     |
|                     | 362,852           | 362,852                        |                  | 32,166           | 32,166                         |
| <u>\$ (474,328)</u> | <u>\$ 198,507</u> | <u>\$ 672,835</u>              | <u>\$</u>        | <u>\$ 32,797</u> | <u>\$ 32,797</u>               |

(Continued)



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR SPECIAL REVENUE FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Student Activities |           | Variance -<br>Positive<br>(Negative) |
|--|--------------------|-----------|--------------------------------------|
|  | Budget             | Actual    |                                      |
| <b>Revenues:</b>   |                    |           |                                      |
| Other local  | \$                 | \$ 73,803 | \$ 73,803                            |
| State aid and grants                                     |                    |           |                                      |
| Federal aid, grants and reimbursements                   |                    |           |                                      |
| <b>Total revenues</b>                                    |                    | 73,803    | 73,803                               |
| <b>Expenditures:</b>                                     |                    |           |                                      |
| Current -  |                    |           |                                      |
| Instruction  |                    |           |                                      |
| Support services - students and staff                    |                    |           |                                      |
| Support services - administration                        |                    |           |                                      |
| Operation and maintenance of plant services              |                    |           |                                      |
| Student transportation services                          |                    |           |                                      |
| Operation of non-instructional services                  |                    | 49,584    | (49,584)                             |
| Capital outlay   |                    |           |                                      |
| <b>Total expenditures</b>                                |                    | 49,584    | (49,584)                             |
| <b>Excess (deficiency) of revenues over expenditures</b> |                    | 24,219    | 24,219                               |
| <b>Other financing sources (uses):</b>                   |                    |           |                                      |
| Transfers in   |                    |           |                                      |
| Transfers out  |                    |           |                                      |
| <b>Total other financing sources (uses)</b>              |                    |           |                                      |
| <b>Changes in fund balances</b>                          |                    | 24,219    | 24,219                               |
| <b>Fund balances (deficits), beginning of year</b>       |                    | 13,499    | 13,499                               |
| <b>Fund balances (deficits), end of year</b>             | \$                 | \$ 37,718 | \$ 37,718                            |

| Totals                |                     |                                      |
|-----------------------|---------------------|--------------------------------------|
| Budget                | Non-GAAP<br>Actual  | Variance -<br>Positive<br>(Negative) |
| \$                    | \$ 279,146          | \$ 279,146                           |
|                       | 59,465              | 59,465                               |
|                       | <u>3,024,267</u>    | <u>3,024,267</u>                     |
|                       | <u>3,362,878</u>    | <u>3,362,878</u>                     |
| 4,100,629             | 1,666,401           | 2,434,228                            |
| 29,844                | 435,771             | (405,927)                            |
| 474,328               | 303,225             | 171,103                              |
|                       | 39,360              | (39,360)                             |
| 119,832               | 18,612              | 101,220                              |
| 899,258               | 999,777             | (100,519)                            |
| 69,121                | 181,911             | (112,790)                            |
| <u>5,693,012</u>      | <u>3,645,057</u>    | <u>2,047,955</u>                     |
| <u>(5,693,012)</u>    | <u>(282,179)</u>    | <u>5,410,833</u>                     |
|                       | 8,026               | 8,026                                |
|                       | <u>(8,026)</u>      | <u>(8,026)</u>                       |
| <u>(5,693,012)</u>    | <u>(282,179)</u>    | <u>5,410,833</u>                     |
|                       | 1,845,462           | 1,845,462                            |
| <u>\$ (5,693,012)</u> | <u>\$ 1,563,283</u> | <u>\$ 7,256,295</u>                  |

(This page intentionally left blank)

## **DEBT SERVICE FUND**

**Debt Service** - to account for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**ALL DEBT SERVICE FUND**  
**YEAR ENDED JUNE 30, 2020**

|  | Debt Service        |                  | Variance -<br>Positive<br>(Negative) |
|--|---------------------|------------------|--------------------------------------|
|  | Budget              | Actual           |                                      |
| <b>Revenues:</b>   |                     |                  |                                      |
| Other local  | \$                  | \$ 6,399         | \$ 6,399                             |
| Property taxes   |                     | 635,516          | 635,516                              |
| <b>Total revenues</b>                                    |                     | <u>641,915</u>   | <u>641,915</u>                       |
| <b>Expenditures:</b>                                     |                     |                  |                                      |
| Debt service -   |                     |                  |                                      |
| Principal retirement                                     | 420,000             | 420,000          |                                      |
| Interest and fiscal charges                              | 330,000             | 167,599          | 162,401                              |
| <b>Total expenditures</b>                                | <u>750,000</u>      | <u>587,599</u>   | <u>162,401</u>                       |
| <b>Excess (deficiency) of revenues over expenditures</b> | <u>(750,000)</u>    | <u>54,316</u>    | <u>804,316</u>                       |
| <b>Other financing sources (uses):</b>                   |                     |                  |                                      |
| Transfers in   |                     | 1,068            | 1,068                                |
| <b>Total other financing sources (uses)</b>              |                     | <u>1,068</u>     | <u>1,068</u>                         |
| <b>Changes in fund balances</b>                          | <u>(750,000)</u>    | <u>55,384</u>    | <u>805,384</u>                       |
| <b>Fund balances, beginning of year</b>                  |                     | 29,613           | 29,613                               |
| <b>Fund balances (deficits), end of year</b>             | <u>\$ (750,000)</u> | <u>\$ 84,997</u> | <u>\$ 834,997</u>                    |

## CAPITAL PROJECTS FUNDS

**School Plant** - to account for proceeds from the sale or lease of school property.

**Insurance Proceeds** - to account for the monies received from insurance claims.

**Litigation Recovery** - to account for monies received for and derived from litigation.

**Unrestricted Capital Outlay** - to account for transactions relating to the acquisition of capital items.

**Bond Building** - to account for proceeds from District bond issues that are expended on the acquisition or lease of sites; construction or renovation of school buildings; supplying school buildings with furniture, equipment, and technology; improving school grounds; or purchasing pupil transportation vehicles.

**Building Renewal Grant** - to account for building renewal grant monies requested from the School Facilities Board that are used for infrastructure or for major upgrades, repairs, or renovations to areas, systems, or buildings that will maintain or extend their useful life.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING BALANCE SHEET - NON-MAJOR CAPITAL PROJECTS FUNDS**  
**JUNE 30, 2020**

|  | Unrestricted<br>Capital Outlay | Bond Building        | Totals                |
|--|--------------------------------|----------------------|-----------------------|
| <b><u>ASSETS</u></b>   |                                |                      |                       |
| Cash and investments   | \$ 731,981                     | \$ 96,255            | \$ 828,236            |
| Property taxes receivable  | 63,537                         |                      | 63,537                |
| <b>Total assets</b>  | <b>\$ 795,518</b>              | <b>\$ 96,255</b>     | <b>\$ 891,773</b>     |
| <br><b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES<br/>AND FUND BALANCES</u></b> |                                |                      |                       |
| Liabilities:   |                                |                      |                       |
| Accounts payable   | \$ 41,106                      | \$                   | \$ 41,106             |
| <b>Total liabilities</b>   | <b>41,106</b>                  |                      | <b>41,106</b>         |
| Deferred inflows of resources:   |                                |                      |                       |
| Unavailable revenues - property taxes  | 10,309                         |                      | 10,309                |
| Fund balances:   |                                |                      |                       |
| Restricted   | 744,103                        | 96,255               | 840,358               |
| <b>Total fund balances</b>   | <b>744,103</b>                 | <b>96,255</b>        | <b>840,358</b>        |
| <br><b>Total liabilities, deferred inflows of resources<br/>and fund balances</b>  | <br><b>\$ 795,518</b>          | <br><b>\$ 96,255</b> | <br><b>\$ 891,773</b> |

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**NON-MAJOR CAPITAL PROJECTS FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Unrestricted<br>Capital Outlay | Bond Building    | Totals            |
|--|--------------------------------|------------------|-------------------|
| <b>Revenues:</b>   |                                |                  |                   |
| Other local  | \$ 39,335                      | \$ 1,068         | \$ 40,403         |
| Property taxes   | 1,013,339                      |                  | 1,013,339         |
| <b>Total revenues</b>                                    | <u>1,052,674</u>               | <u>1,068</u>     | <u>1,053,742</u>  |
| <b>Expenditures:</b>                                     |                                |                  |                   |
| Capital outlay   | 573,114                        |                  | 573,114           |
| <b>Total expenditures</b>                                | <u>573,114</u>                 |                  | <u>573,114</u>    |
| <b>Excess (deficiency) of revenues over expenditures</b> | <u>479,560</u>                 | <u>1,068</u>     | <u>480,628</u>    |
| <b>Other financing sources (uses):</b>                   |                                |                  |                   |
| Transfers out  |                                | (1,068)          | (1,068)           |
| <b>Total other financing sources (uses)</b>              |                                | <u>(1,068)</u>   | <u>(1,068)</u>    |
| <b>Changes in fund balances</b>                          | <u>479,560</u>                 |                  | <u>479,560</u>    |
| <b>Fund balances, beginning of year, as restated</b>     | 264,543                        | 96,255           | 360,798           |
| <b>Fund balances, end of year</b>                        | <u>\$ 744,103</u>              | <u>\$ 96,255</u> | <u>\$ 840,358</u> |



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR CAPITAL PROJECTS FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | School Plant |                    | Variance -<br>Positive<br>(Negative) |
|--|--------------|--------------------|--------------------------------------|
|  | Budget       | Non-GAAP<br>Actual |                                      |
| <b>Revenues:</b>   |              |                    |                                      |
| Other local  | \$           | \$ 146,980         | \$ 146,980                           |
| Property taxes   |              |                    |                                      |
| <b>Total revenues</b>                                    | 820,756      | 146,980            | 146,980                              |
| <b>Expenditures:</b>                                     |              |                    |                                      |
| Current -  |              |                    |                                      |
| Support services - administration                        |              | 59,556             | (59,556)                             |
| Operation and maintenance of plant services              |              | 158,268            | (158,268)                            |
| Capital outlay   | 820,756      | 201,215            | 619,541                              |
| <b>Total expenditures</b>                                | 820,756      | 419,039            | 401,717                              |
| <b>Excess (deficiency) of revenues over expenditures</b> | (820,756)    | (272,059)          | 548,697                              |
| <b>Other financing sources (uses):</b>                   |              |                    |                                      |
| Transfers out  |              |                    |                                      |
| <b>Total other financing sources (uses)</b>              |              |                    |                                      |
| <b>Changes in fund balances</b>                          | (820,756)    | (272,059)          | 548,697                              |
| <b>Fund balances, beginning of year, as restated</b>     |              | 845,948            | 845,948                              |
| Increase (decrease) in reserve for prepaid items         |              | 112,180            | 112,180                              |
| <b>Fund balances (deficits), end of year</b>             | \$ (820,756) | \$ 686,069         | \$ 1,506,825                         |

| Insurance Proceeds |                 |                                | Litigation Recovery |                 |                                |
|--------------------|-----------------|--------------------------------|---------------------|-----------------|--------------------------------|
| Budget             | Non-GAAP Actual | Variance - Positive (Negative) | Budget              | Non-GAAP Actual | Variance - Positive (Negative) |
| \$                 | \$ 859          | \$ 859                         | \$                  | \$ 3,450        | \$ 3,450                       |
|                    | 859             | 859                            |                     | 3,450           | 3,450                          |
|                    |                 |                                |                     |                 |                                |
|                    | 859             | 859                            |                     | 3,450           | 3,450                          |
|                    |                 |                                |                     |                 |                                |
|                    | 859             | 859                            |                     | 3,450           | 3,450                          |
|                    | 43,831          | 43,831                         |                     | 138,262         | 138,262                        |
| \$                 | \$ 44,690       | \$ 44,690                      | \$                  | \$ 141,712      | \$ 141,712                     |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR CAPITAL PROJECTS FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Unrestricted Capital Outlay |            |                                      |
|--|-----------------------------|------------|--------------------------------------|
|  | Budget                      | Actual     | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |                             |            |                                      |
| Other local  | \$                          | \$ 39,335  | \$ 39,335                            |
| Property taxes   |                             | 1,013,339  | 1,013,339                            |
| <b>Total revenues</b>                                    |                             | 1,052,674  | 1,052,674                            |
| <b>Expenditures:</b>                                     |                             |            |                                      |
| Current -  |                             |            |                                      |
| Support services - administration                        |                             |            |                                      |
| Operation and maintenance of plant services              |                             |            |                                      |
| Capital outlay   | 1,287,496                   | 573,114    | 714,382                              |
| <b>Total expenditures</b>                                | 1,287,496                   | 573,114    | 714,382                              |
| <b>Excess (deficiency) of revenues over expenditures</b> | (1,287,496)                 | 479,560    | 1,767,056                            |
| <b>Other financing sources (uses):</b>                   |                             |            |                                      |
| Transfers out  |                             |            |                                      |
| <b>Total other financing sources (uses)</b>              |                             |            |                                      |
| <b>Changes in fund balances</b>                          | (1,287,496)                 | 479,560    | 1,767,056                            |
| <b>Fund balances, beginning of year, as restated</b>     |                             | 264,543    | 264,543                              |
| Increase (decrease) in reserve for prepaid items         |                             |            |                                      |
| <b>Fund balances (deficits), end of year</b>             | \$ (1,287,496)              | \$ 744,103 | \$ 2,031,599                         |



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**NON-MAJOR CAPITAL PROJECTS FUNDS**  
**YEAR ENDED JUNE 30, 2020**

|  | Totals                |                     |                                      |
|--|-----------------------|---------------------|--------------------------------------|
|  | Budget                | Non-GAAP<br>Actual  | Variance -<br>Positive<br>(Negative) |
| <b>Revenues:</b>   |                       |                     |                                      |
| Other local  | \$                    | \$ 191,692          | \$ 191,692                           |
| Property taxes   |                       | 1,013,339           | 1,013,339                            |
| <b>Total revenues</b>                                    |                       | <u>1,205,031</u>    | <u>1,205,031</u>                     |
| <b>Expenditures:</b>                                     |                       |                     |                                      |
| Current -  |                       |                     |                                      |
| Support services - administration                        |                       | 59,556              | (59,556)                             |
| Operation and maintenance of plant services              |                       | 158,268             | (158,268)                            |
| Capital outlay   | 2,115,849             | 774,329             | 1,341,520                            |
| <b>Total expenditures</b>                                | <u>2,115,849</u>      | <u>992,153</u>      | <u>1,123,696</u>                     |
| <b>Excess (deficiency) of revenues over expenditures</b> | <u>(2,115,849)</u>    | <u>212,878</u>      | <u>2,328,727</u>                     |
| <b>Other financing sources (uses):</b>                   |                       |                     |                                      |
| Transfers out  |                       | (1,068)             | (1,068)                              |
| <b>Total other financing sources (uses)</b>              |                       | <u>(1,068)</u>      | <u>(1,068)</u>                       |
| <b>Changes in fund balances</b>                          | <u>(2,115,849)</u>    | <u>211,810</u>      | <u>2,327,659</u>                     |
| <b>Fund balances, beginning of year, as restated</b>     |                       | 1,388,839           | 1,388,839                            |
| Increase (decrease) in reserve for prepaid items         |                       | 112,180             | 112,180                              |
| <b>Fund balances (deficits), end of year</b>             | <u>\$ (2,115,849)</u> | <u>\$ 1,712,829</u> | <u>\$ 3,828,678</u>                  |

## STATISTICAL SECTION

The statistical section presents financial statement trends as well as detailed financial and operational information not available elsewhere in the report. The statistical section is intended to enhance the reader's understanding of the information presented in the financial statements, notes to the financial statements, and other supplementary information presented in this report. The statistical section is comprised of the five categories of statistical information presented below.

### **Financial Trends**

These schedules contain information on financial trends to help the reader understand how the District's financial position and financial activities have changed over time.

### **Revenue Capacity**

These schedules contain information to help the reader assess the factors affecting the District's ability to generate revenue.

### **Debt Capacity**

These schedules present information to help the reader evaluate the District's current levels of outstanding debt as well as assess the District's ability to make debt payments and/or issue additional debt in the future.

### **Demographic and Economic Information**

These schedules present various demographic and economic indicators to help the reader understand the environment in which the District's financial activities take place and to help make comparisons with other school districts.

### **Operating Information**

These schedules contain information about the District's operations and various resources to help the reader draw conclusions as to how the District's financial information relates to the services provided by the District.

**Note:** For locally assessed property (i.e., excluding mines, utilities, etc.) Proposition 117, approved by voters in 2012, amended the Arizona Constitution to require that all property taxes after fiscal year 2014-15 be based upon property values limited to five percent in annual growth. The aggregate assessed value of all taxable properties within a taxing jurisdiction (i.e., after applying assessment ratios based on the use of a property), including property values with a growth limit, is currently referred to as net limited assessed value and formerly as primary assessed value. In accordance with Proposition 117, this value is used for all taxing purposes beginning fiscal year 2015-16. Aggregate assessed value without a growth limit is currently referred to as net full cash assessed value and formerly as secondary assessed value. This remains the value utilized for determining debt capacity limits.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NET POSITION BY COMPONENT**  
**LAST TEN FISCAL YEARS**  
**(Accrual basis of accounting)**

|                                  | <b>Fiscal Year Ended June 30</b> |                             |                             |                             |                             |
|----------------------------------|----------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
|                                  | <b><u>2020</u></b>               | <b><u>2019</u></b>          | <b><u>2018</u></b>          | <b><u>2017</u></b>          | <b><u>2016</u></b>          |
| <b>Net Position:</b>             |                                  |                             |                             |                             |                             |
| Net investment in capital assets | \$ 18,930,880                    | \$ 19,283,466               | \$ 19,784,122               | \$ 20,199,199               | \$ 20,965,504               |
| Restricted                       | 3,173,026                        | 2,515,573                   | 2,697,296                   | 4,515,647                   | 3,795,160                   |
| Unrestricted                     | <u>(6,574,333)</u>               | <u>(6,447,687)</u>          | <u>(7,655,722)</u>          | <u>(7,836,389)</u>          | <u>(8,822,880)</u>          |
| Total net position               | <u><u>\$ 15,529,573</u></u>      | <u><u>\$ 15,351,352</u></u> | <u><u>\$ 14,825,696</u></u> | <u><u>\$ 16,878,457</u></u> | <u><u>\$ 15,937,784</u></u> |
|                                  | <b><u>2015</u></b>               | <b><u>2014</u></b>          | <b><u>2013</u></b>          | <b><u>2012</u></b>          | <b><u>2011</u></b>          |
| <b>Net Position:</b>             |                                  |                             |                             |                             |                             |
| Net investment in capital assets | \$ 21,476,124                    | \$ 22,495,079               | \$ 23,396,378               | \$ 24,369,501               | \$ 22,883,674               |
| Restricted                       | 4,234,113                        | 3,158,431                   | 3,455,933                   | 2,942,242                   | 2,559,053                   |
| Unrestricted                     | <u>(10,670,841)</u>              | <u>3,035,743</u>            | <u>3,442,709</u>            | <u>3,598,098</u>            | <u>3,827,299</u>            |
| Total net position               | <u><u>\$ 15,039,396</u></u>      | <u><u>\$ 28,689,253</u></u> | <u><u>\$ 30,295,020</u></u> | <u><u>\$ 30,909,841</u></u> | <u><u>\$ 29,270,026</u></u> |

**Source:** The source of this information is the District's financial records.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**EXPENSES, PROGRAM REVENUES, AND NET (EXPENSE)/REVENUE**  
**LAST TEN FISCAL YEARS**  
**(Accrual basis of accounting)**

|   | <b>Fiscal Year Ended June 30</b> |                        |                        |                        |                       |
|---|----------------------------------|------------------------|------------------------|------------------------|-----------------------|
|   | <u><b>2020</b></u>               | <u><b>2019</b></u>     | <u><b>2018</b></u>     | <u><b>2017</b></u>     | <u><b>2016</b></u>    |
| <b>Expenses</b>                             |                                  |                        |                        |                        |                       |
| Instruction                                 | \$ 8,112,581                     | \$ 7,828,753           | \$ 8,407,481           | \$ 8,249,707           | \$ 7,712,209          |
| Support services - students and staff       | 1,676,731                        | 1,541,987              | 1,578,166              | 1,800,203              | 1,592,429             |
| Support services - administration           | 1,965,021                        | 1,853,359              | 2,027,781              | 1,605,536              | 1,590,197             |
| Operation and maintenance of plant services | 1,670,689                        | 1,579,713              | 1,665,081              | 1,750,964              | 1,583,438             |
| Student transportation services             | 456,014                          | 493,532                | 633,032                | 415,506                | 366,893               |
| Operation of non-instructional services     | 1,059,611                        | 811,577                | 855,459                | 820,163                | 824,576               |
| Interest on long-term debt                  | 156,855                          | 176,880                | 197,505                | 216,500                | 233,505               |
| Total expenses                              | <u>15,097,502</u>                | <u>14,285,801</u>      | <u>15,364,505</u>      | <u>14,858,579</u>      | <u>13,903,247</u>     |
| <b>Program Revenues</b>                     |                                  |                        |                        |                        |                       |
| Charges for services:                       |                                  |                        |                        |                        |                       |
| Instruction                                 | 546,475                          | 517,527                | 369,879                | 276,195                | 408,928               |
| Operation of non-instructional services     | 39,778                           | 17,260                 | 47,537                 | 46,423                 | 8,915                 |
| Other activities                            | 134,440                          |                        |                        |                        |                       |
| Operating grants and contributions          | 3,020,636                        | 3,123,721              | 3,419,434              | 4,293,534              | 3,797,689             |
| Capital grants and contributions            | 138,981                          | 72,176                 | 123,051                | 4,266                  | 41,579                |
| Total program revenues                      | <u>3,880,310</u>                 | <u>3,730,684</u>       | <u>3,959,901</u>       | <u>4,620,418</u>       | <u>4,257,111</u>      |
| <b>Net (Expense)/Revenue</b>                | <u>\$ (11,217,192)</u>           | <u>\$ (10,555,117)</u> | <u>\$ (11,404,604)</u> | <u>\$ (10,238,161)</u> | <u>\$ (9,646,136)</u> |

(Continued)



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**EXPENSES, PROGRAM REVENUES, AND NET (EXPENSE)/REVENUE**  
**LAST TEN FISCAL YEARS**  
**(Accrual basis of accounting)**

|   | <u>2015</u>            | <u>2014</u>            | <u>2013</u>            | <u>2012</u>           | <u>2011</u>           |
|---|------------------------|------------------------|------------------------|-----------------------|-----------------------|
| <b>Expenses</b>                             |                        |                        |                        |                       |                       |
| Instruction                                 | \$ 7,832,833           | \$ 7,732,734           | \$ 7,940,289           | \$ 7,568,140          | \$ 7,578,173          |
| Support services - students and staff       | 1,792,102              | 1,837,414              | 1,886,538              | 1,600,467             | 1,988,059             |
| Support services - administration           | 1,551,643              | 1,483,330              | 1,448,972              | 1,432,779             | 1,514,968             |
| Operation and maintenance of plant services | 1,570,662              | 1,608,197              | 1,710,272              | 1,582,060             | 1,710,143             |
| Student transportation services             | 366,295                | 396,751                | 383,604                | 358,637               | 382,586               |
| Operation of non-instructional services     | 756,655                | 767,656                | 726,337                | 747,170               | 703,862               |
| Interest on long-term debt                  | 243,707                | 197,590                | 140,456                | 118,224               | 249,869               |
| Total expenses                              | <u>14,113,897</u>      | <u>14,023,672</u>      | <u>14,236,468</u>      | <u>13,407,477</u>     | <u>14,127,660</u>     |
| <b>Program Revenues</b>                     |                        |                        |                        |                       |                       |
| Charges for services:                       |                        |                        |                        |                       |                       |
| Instruction                                 | 290,870                | 318,120                | 303,650                | 177,193               | 2,209                 |
| Operation of non-instructional services     | 2,079                  | 11,149                 | 23,216                 | 97,265                | 35,257                |
| Other activities                            | 57,169                 | 26,200                 | 2,650                  | 32,659                | 119,892               |
| Operating grants and contributions          | 3,241,819              | 3,050,425              | 3,237,269              | 3,233,576             | 3,594,173             |
| Capital grants and contributions            | 166,225                | 20,653                 | 21,595                 | 73,012                | 511,795               |
| Total program revenues                      | <u>3,758,162</u>       | <u>3,426,547</u>       | <u>3,588,380</u>       | <u>3,613,705</u>      | <u>4,263,326</u>      |
| <b>Net (Expense)/Revenue</b>                | <u>\$ (10,355,735)</u> | <u>\$ (10,597,125)</u> | <u>\$ (10,648,088)</u> | <u>\$ (9,793,772)</u> | <u>\$ (9,864,334)</u> |

**Source:** The source of this information is the District's financial records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GENERAL REVENUES AND TOTAL CHANGES IN NET POSITION**  
**LAST TEN FISCAL YEARS**  
**(Accrual basis of accounting)**

|   | <b>Fiscal Year Ended June 30</b> |                          |                              |                          |                          |
|---|----------------------------------|--------------------------|------------------------------|--------------------------|--------------------------|
|   | <b><u>2020</u></b>               | <b><u>2019</u></b>       | <b><u>2018</u></b>           | <b><u>2017</u></b>       | <b><u>2016</u></b>       |
| <b>Net (Expense)/Revenue</b>                | \$ (11,217,192)                  | \$ (10,555,117)          | \$ (11,404,604)              | \$ (10,238,161)          | \$ (9,646,136)           |
| <b>General Revenues:</b>                    |                                  |                          |                              |                          |                          |
| Taxes:                                      |                                  |                          |                              |                          |                          |
| Property taxes, levied for general purposes | 4,891,632                        | 5,086,597                | 4,986,522                    | 5,398,469                | 4,917,026                |
| Property taxes, levied for debt service     | 633,481                          | 707,170                  | 280,695                      | 973,556                  | 724,654                  |
| Property taxes, levied for capital outlay   | 1,015,235                        | 411,060                  | 450,066                      | 742,272                  | 721,584                  |
| Investment income                           | 115,544                          | 87,300                   | 80,210                       | 40,814                   | 35,094                   |
| Unrestricted county aid                     | 362,085                          | 400,296                  | 308,455                      | 351,730                  | 344,777                  |
| Unrestricted state aid                      | 4,363,937                        | 4,388,350                | 3,243,949                    | 3,671,993                | 3,801,389                |
| <b>Total general revenues</b>               | <b><u>11,381,914</u></b>         | <b><u>11,080,773</u></b> | <b><u>9,349,897</u></b>      | <b><u>11,178,834</u></b> | <b><u>10,544,524</u></b> |
| <b>Changes in Net Position</b>              | <b><u>\$ 164,722</u></b>         | <b><u>\$ 525,656</u></b> | <b><u>\$ (2,054,707)</u></b> | <b><u>\$ 940,673</u></b> | <b><u>\$ 898,388</u></b> |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GENERAL REVENUES AND TOTAL CHANGES IN NET POSITION**  
**LAST TEN FISCAL YEARS**  
**(Accrual basis of accounting)**

|   | <u>2015</u>         | <u>2014</u>           | <u>2013</u>         | <u>2012</u>         | <u>2011</u>         |
|---|---------------------|-----------------------|---------------------|---------------------|---------------------|
| <b>Net (Expense)/Revenue</b>                | \$ (10,355,735)     | \$ (10,597,125)       | \$ (10,648,088)     | \$ (9,793,772)      | \$ (9,864,334)      |
| <b>General Revenues:</b>                    |                     |                       |                     |                     |                     |
| Taxes:                                      |                     |                       |                     |                     |                     |
| Property taxes, levied for general purposes | 4,520,751           | 4,521,958             | 5,250,001           | 6,400,254           | 4,760,351           |
| Property taxes, levied for debt service     | 594,897             | 415,428               | 341,170             | 324,302             | 2,530,196           |
| Property taxes, levied for capital outlay   | 470,794             | 457,803               | 1,080,308           | 1,150,147           | 1,627,407           |
| Investment income                           | 34,184              | 30,054                | 16,393              | 9,996               | 40,540              |
| Unrestricted county aid                     | 336,468             | 302,645               | 294,474             | 279,845             | 251,783             |
| Unrestricted state aid                      | 3,526,477           | 3,263,446             | 3,047,640           | 3,257,460           | 2,410,801           |
| Unrestricted federal aid                    | 3,256               | 24                    | 3,281               | 11,583              | 29,406              |
| <b>Total general revenues</b>               | <u>9,486,827</u>    | <u>8,991,358</u>      | <u>10,033,267</u>   | <u>11,433,587</u>   | <u>11,650,484</u>   |
| <b>Changes in Net Position</b>              | <u>\$ (868,908)</u> | <u>\$ (1,605,767)</u> | <u>\$ (614,821)</u> | <u>\$ 1,639,815</u> | <u>\$ 1,786,150</u> |

**Source:** The source of this information is the District's financial records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**FUND BALANCES - GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|                                    | <b>Fiscal Year Ended June 30</b> |                     |                     |                     |                     |
|------------------------------------|----------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | <b><u>2020</u></b>               | <b><u>2019</u></b>  | <b><u>2018</u></b>  | <b><u>2017</u></b>  | <b><u>2016</u></b>  |
| General Fund:                      |                                  |                     |                     |                     |                     |
| Nonspendable                       | \$ 288,805                       | \$ 121,399          | \$ 322,505          | \$ 213,619          | \$ 165,514          |
| Restricted                         |                                  | 138,262             | 135,271             | 132,479             | 129,959             |
| Unassigned                         | 3,565,115                        | 3,722,433           | 3,015,182           | 3,340,891           | 2,920,585           |
| Total General Fund                 | <b>\$ 3,853,920</b>              | <b>\$ 3,982,094</b> | <b>\$ 3,472,958</b> | <b>\$ 3,686,989</b> | <b>\$ 3,216,058</b> |
| All Other Governmental Funds:      |                                  |                     |                     |                     |                     |
| Restricted                         | \$ 3,195,795                     | \$ 2,456,810        | \$ 2,572,664        | \$ 5,274,574        | \$ 4,942,250        |
| Unassigned                         | (147,070)                        | (241,006)           | (76,088)            |                     |                     |
| Total all other governmental funds | <b>\$ 3,048,725</b>              | <b>\$ 2,215,804</b> | <b>\$ 2,496,576</b> | <b>\$ 5,274,574</b> | <b>\$ 4,942,250</b> |

**(Continued)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**FUND BALANCES - GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|                                    | <u>2015</u>         | <u>2014</u>         | <u>2013</u>         | <u>2012</u>         | <u>2011</u>         |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General Fund:                      |                     |                     |                     |                     |                     |
| Nonspendable                       | \$ 182,580          | \$ 635,660          | \$ 702,103          | \$ 1,108,004        | \$ 1,233,609        |
| Restricted                         | 128,765             | 148,300             | 147,519             | 146,037             | 144,308             |
| Unassigned                         | 2,395,902           | 2,239,560           | 2,705,412           | 1,983,106           | (539,929)           |
| Total General Fund                 | <u>\$ 2,707,247</u> | <u>\$ 3,023,520</u> | <u>\$ 3,555,034</u> | <u>\$ 3,237,147</u> | <u>\$ 837,988</u>   |
| All Other Governmental Funds:      |                     |                     |                     |                     |                     |
| Restricted                         | \$ 5,535,031        | \$ 4,547,006        | \$ 3,107,209        | \$ 2,569,493        | \$ 2,155,363        |
| Assigned                           |                     |                     |                     |                     | 918,924             |
| Unassigned                         |                     | (38,913)            | (104,039)           |                     |                     |
| Total all other governmental funds | <u>\$ 5,535,031</u> | <u>\$ 4,508,093</u> | <u>\$ 3,003,170</u> | <u>\$ 2,569,493</u> | <u>\$ 3,074,287</u> |

**Source:** The source of this information is the District's financial records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GOVERNMENTAL FUNDS REVENUES**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|                               | <b>Fiscal Year Ended June 30</b> |                             |                             |                             |                             |
|-------------------------------|----------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
|                               | <u><b>2020</b></u>               | <u><b>2019</b></u>          | <u><b>2018</b></u>          | <u><b>2017</b></u>          | <u><b>2016</b></u>          |
| <b>Federal sources:</b>       |                                  |                             |                             |                             |                             |
| Federal grants                | \$ 2,241,475                     | \$ 2,173,266                | \$ 2,475,066                | \$ 3,288,904                | \$ 2,759,944                |
| National School Lunch Program | 782,792                          | 889,092                     | 875,025                     | 786,221                     | 941,204                     |
| Total federal sources         | <u>3,024,267</u>                 | <u>3,062,358</u>            | <u>3,350,091</u>            | <u>4,075,125</u>            | <u>3,701,148</u>            |
| <b>State sources:</b>         |                                  |                             |                             |                             |                             |
| State equalization assistance | 3,716,079                        | 3,755,253                   | 2,654,860                   | 3,171,661                   | 3,309,094                   |
| State grants                  | 9,108                            |                             |                             | 59,288                      | 43,337                      |
| School Facilities Board       |                                  |                             |                             |                             | 7,597                       |
| Other revenues                | 647,858                          | 633,097                     | 589,089                     | 500,332                     | 492,295                     |
| Total state sources           | <u>4,373,045</u>                 | <u>4,388,350</u>            | <u>3,243,949</u>            | <u>3,731,281</u>            | <u>3,852,323</u>            |
| <b>Local sources:</b>         |                                  |                             |                             |                             |                             |
| Property taxes                | 6,597,893                        | 6,241,013                   | 5,771,376                   | 7,105,668                   | 6,335,758                   |
| County aid                    | 362,085                          | 400,296                     | 308,455                     | 351,730                     | 344,777                     |
| Food service sales            | 24,839                           | 8,822                       | 5,164                       | 11,359                      |                             |
| Investment income             | 114,497                          | 120,894                     | 80,210                      | 40,814                      | 35,094                      |
| Other revenues                | 817,360                          | 577,440                     | 519,753                     | 428,099                     | 560,019                     |
| Total local sources           | <u>7,916,674</u>                 | <u>7,348,465</u>            | <u>6,684,958</u>            | <u>7,937,670</u>            | <u>7,275,648</u>            |
| <b>Total revenues</b>         | <u><u>\$ 15,313,986</u></u>      | <u><u>\$ 14,799,173</u></u> | <u><u>\$ 13,278,998</u></u> | <u><u>\$ 15,744,076</u></u> | <u><u>\$ 14,829,119</u></u> |

**(Continued)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GOVERNMENTAL FUNDS REVENUES**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|                                   | <u>2015</u>          | <u>2014</u>          | <u>2013</u>          | <u>2012</u>          | <u>2011</u>          |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Federal sources:</b>           |                      |                      |                      |                      |                      |
| Federal grants                    | \$ 2,585,909         | \$ 2,157,830         | \$ 2,306,447         | \$ 2,287,617         | \$ 2,986,996         |
| State Fiscal Stabilization (ARRA) |                      |                      |                      |                      | 29,406               |
| Education Jobs                    |                      |                      |                      | 14,528               | 191,814              |
| National School Lunch Program     | 810,754              | 809,319              | 774,401              | 777,465              | 735,853              |
| Total federal sources             | <u>3,396,663</u>     | <u>2,967,149</u>     | <u>3,080,848</u>     | <u>3,079,610</u>     | <u>3,944,069</u>     |
| <b>State sources:</b>             |                      |                      |                      |                      |                      |
| State equalization assistance     | 3,056,246            | 2,821,699            | 2,667,121            | 2,546,841            | 2,067,653            |
| State grants                      |                      | 78,528               | 74,748               | 79,794               | 82,421               |
| School Facilities Board           | 19,186               |                      |                      | 390,108              | 43,540               |
| Other revenues                    | 470,231              | 441,747              | 380,519              | 320,511              | 299,608              |
| Total state sources               | <u>3,545,663</u>     | <u>3,341,974</u>     | <u>3,122,388</u>     | <u>3,337,254</u>     | <u>2,493,222</u>     |
| <b>Local sources:</b>             |                      |                      |                      |                      |                      |
| Property taxes                    | 5,600,747            | 5,434,757            | 6,947,903            | 7,985,362            | 8,758,777            |
| County aid                        | 336,468              | 302,645              | 294,474              | 279,845              | 251,783              |
| Food service sales                | 2,528                | 11,149               | 23,030               | 24,743               | 28,285               |
| Investment income                 | 34,184               | 30,054               | 16,393               | 9,996                | 40,540               |
| Other revenues                    | 358,086              | 411,946              | 378,939              | 384,757              | 227,755              |
| Total local sources               | <u>6,332,013</u>     | <u>6,190,551</u>     | <u>7,660,739</u>     | <u>8,684,703</u>     | <u>9,307,140</u>     |
| <b>Total revenues</b>             | <u>\$ 13,274,339</u> | <u>\$ 12,499,674</u> | <u>\$ 13,863,975</u> | <u>\$ 15,101,567</u> | <u>\$ 15,744,431</u> |

**Source:** The source of this information is the District's financial records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GOVERNMENTAL FUNDS EXPENDITURES AND DEBT SERVICE RATIO**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|   | <b>Fiscal Year Ended June 30</b> |                      |                      |                      |                      |
|---|----------------------------------|----------------------|----------------------|----------------------|----------------------|
|   | <u>2020</u>                      | <u>2019</u>          | <u>2018</u>          | <u>2017</u>          | <u>2016</u>          |
| <b>Expenditures:</b>                                    |                                  |                      |                      |                      |                      |
| Current -   |                                  |                      |                      |                      |                      |
| Instruction   | \$ 6,954,260                     | \$ 6,935,261         | \$ 7,109,738         | \$ 7,197,547         | \$ 6,977,321         |
| Support services - students and staff                   | 1,616,316                        | 1,535,849            | 1,530,811            | 1,629,983            | 1,420,905            |
| Support services - administration                       | 1,822,280                        | 1,637,286            | 1,634,919            | 1,421,202            | 1,401,886            |
| Operation and maintenance of plant services             | 1,532,115                        | 1,466,489            | 1,499,620            | 1,590,815            | 1,530,517            |
| Student transportation services                         | 301,858                          | 339,608              | 325,342              | 314,567              | 342,067              |
| Operation of non-instructional services                 | 1,018,067                        | 784,530              | 811,793              | 796,186              | 802,636              |
| Capital outlay  | 957,648                          | 973,057              | 2,779,441            | 1,341,382            | 1,716,442            |
| Debt service -  |                                  |                      |                      |                      |                      |
| Interest and fiscal charges                             | 167,599                          | 187,624              | 208,249              | 227,244              | 244,249              |
| Principal retirement                                    | 420,000                          | 510,000              | 480,000              | 470,000              | 460,000              |
| Bond issuance costs                                     |                                  |                      |                      |                      |                      |
| <b>Total expenditures</b>                               | <u>\$ 14,790,143</u>             | <u>\$ 14,369,704</u> | <u>\$ 16,379,913</u> | <u>\$ 14,988,926</u> | <u>\$ 14,896,023</u> |
| Expenditures for capitalized assets                     | \$ 291,670                       | \$ 310,563           | \$ 1,302,047         | \$ 447,088           | \$ 1,568,889         |
| Debt service as a percentage of noncapital expenditures | 4%                               | 5%                   | 5%                   | 5%                   | 5%                   |

**(Continued)**



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**GOVERNMENTAL FUNDS EXPENDITURES AND DEBT SERVICE RATIO**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|  | <u>2015</u>          | <u>2014</u>          | <u>2013</u>          | <u>2012</u>          | <u>2011</u>          |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Expenditures:</b>                                       |                      |                      |                      |                      |                      |
| Current -  |                      |                      |                      |                      |                      |
| Instruction  | \$ 6,310,026         | \$ 6,288,991         | \$ 6,000,295         | \$ 5,956,282         | \$ 5,805,422         |
| Support services - students and staff                      | 1,351,366            | 1,424,491            | 1,593,614            | 1,309,334            | 1,732,427            |
| Support services - administration                          | 1,424,540            | 1,260,695            | 1,316,715            | 1,314,601            | 1,357,917            |
| Operation and maintenance of plant services                | 1,462,342            | 1,592,127            | 1,545,897            | 1,395,389            | 1,635,835            |
| Student transportation services                            | 291,019              | 327,783              | 345,563              | 309,637              | 245,545              |
| Operation of non-instructional services                    | 722,237              | 724,562              | 704,290              | 676,357              | 667,052              |
| Capital outlay   | 1,605,960            | 1,277,343            | 819,680              | 1,621,773            | 4,591,135            |
| Debt service -   |                      |                      |                      |                      |                      |
| Interest and fiscal charges                                | 254,451              | 202,782              | 140,456              | 118,224              | 249,869              |
| Principal retirement                                       | 380,000              | 270,000              | 240,000              | 380,000              | 2,185,000            |
| Bond issuance costs  | 97,488               | 84,500               |                      |                      |                      |
| <b>Total expenditures</b>                                  | <u>\$ 13,899,429</u> | <u>\$ 13,453,274</u> | <u>\$ 12,706,510</u> | <u>\$ 13,081,597</u> | <u>\$ 18,470,202</u> |
| Expenditures for capitalized assets                        | \$ 1,089,397         | \$ 669,228           | \$ 755,749           | \$ 1,125,109         | \$ 3,360,741         |
| Debt service as a percentage of<br>noncapital expenditures | 5%                   | 4%                   | 3%                   | 4%                   | 16%                  |

**Source:** The source of this information is the District's financial records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**OTHER FINANCING SOURCES AND USES AND NET CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(Modified accrual basis of accounting)**

|  | <u>Fiscal Year Ended June 30</u> |                     |                       |                     |                       |
|--|----------------------------------|---------------------|-----------------------|---------------------|-----------------------|
|  | <u>2020</u>                      | <u>2019</u>         | <u>2018</u>           | <u>2017</u>         | <u>2016</u>           |
| <b>Excess (deficiency) of revenues over expenditures</b> | \$ 523,843                       | \$ 429,469          | \$ (3,100,915)        | \$ 755,150          | \$ (66,904)           |
| <b>Other financing sources (uses):</b>                   |                                  |                     |                       |                     |                       |
| Transfers in   | 9,094                            | 92,477              | 142,111               | 16,837              | 155,002               |
| Transfers out  | (9,094)                          | (92,477)            | (142,111)             | (16,837)            | (155,002)             |
| <b>Total other financing sources (uses)</b>              | <u>          </u>                | <u>          </u>   | <u>          </u>     | <u>          </u>   | <u>          </u>     |
| <b>Changes in fund balances</b>                          | <u>\$ 523,843</u>                | <u>\$ 429,469</u>   | <u>\$ (3,100,915)</u> | <u>\$ 755,150</u>   | <u>\$ (66,904)</u>    |
|  |                                  |                     |                       |                     |                       |
|  | <u>2015</u>                      | <u>2014</u>         | <u>2013</u>           | <u>2012</u>         | <u>2011</u>           |
| <b>Excess (deficiency) of revenues over expenditures</b> | \$ (625,090)                     | \$ (953,600)        | \$ 1,157,465          | \$ 2,019,970        | \$ (2,725,771)        |
| <b>Other financing sources (uses):</b>                   |                                  |                     |                       |                     |                       |
| General obligation bonds issued                          | 1,700,000                        | 1,900,000           |                       |                     |                       |
| Premium on sale of bonds                                 | 88,835                           | 93,452              |                       |                     |                       |
| Transfers in   | 68,129                           | 379,585             | 244,735               | 91,879              | 206,994               |
| Transfers out  | (68,129)                         | (379,585)           | (244,735)             | (91,879)            | (206,994)             |
| <b>Total other financing sources (uses)</b>              | <u>1,788,835</u>                 | <u>1,993,452</u>    | <u>          </u>     | <u>          </u>   | <u>          </u>     |
| <b>Changes in fund balances</b>                          | <u>\$ 1,163,745</u>              | <u>\$ 1,039,852</u> | <u>\$ 1,157,465</u>   | <u>\$ 2,019,970</u> | <u>\$ (2,725,771)</u> |

**Source:** The source of this information is the District's financial records.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NET LIMITED ASSESSED VALUE AND FULL CASH VALUE OF TAXABLE PROPERTY BY CLASS**  
**LAST TEN FISCAL YEARS**

| <u>Class</u>   | <u>Fiscal Year</u>    |                       |                       |                      |                      |
|--|-----------------------|-----------------------|-----------------------|----------------------|----------------------|
|  | <u>2020</u>           | <u>2019</u>           | <u>2018</u>           | <u>2017</u>          | <u>2016</u>          |
| Commercial, Industrial, Utilities and Mining                 | \$ 98,892,615         | \$ 97,280,528         | \$ 102,275,921        | \$ 85,461,049        | \$ 74,877,175        |
| Agricultural and Vacant                                      | 1,798,284             | 2,124,953             | 2,183,196             | 2,484,492            | 2,769,346            |
| Residential (Owner Occupied)                                 | 1,033,938             | 599,202               | 564,723               | 561,290              | 535,597              |
| Residential (Rental)   | 2,549,597             | 2,106,129             | 2,428,828             | 2,281,503            | 2,179,427            |
| Railroad, Private Cars and Airlines                          | <u>339,777</u>        | <u>343,613</u>        | <u>360,976</u>        | <u>340,803</u>       | <u>367,296</u>       |
| Total  | <u>\$ 104,614,211</u> | <u>\$ 102,454,425</u> | <u>\$ 107,813,644</u> | <u>\$ 91,129,137</u> | <u>\$ 80,728,841</u> |
| Gross Full Cash Value  | \$ 2,735,215,044      | \$ 2,538,874,701      | \$ 2,529,310,435      | \$ 2,430,275,685     | \$ 2,304,810,851     |
| Ratio of Net Limited Assessed Value to Gross Full Cash Value | 4%                    | 4%                    | 4%                    | 4%                   | 4%                   |
| Total Direct Rate  | 5.62                  | 5.99                  | 5.69                  | 6.82                 | 6.87                 |

| <u>Class</u>   | <u>Fiscal Year</u>   |                      |                      |                       |                       |
|--|----------------------|----------------------|----------------------|-----------------------|-----------------------|
|  | <u>2015</u>          | <u>2014</u>          | <u>2013</u>          | <u>2012</u>           | <u>2011</u>           |
| Commercial, Industrial, Utilities and Mining                 | \$ 73,102,214        | \$ 76,982,497        | \$ 89,758,818        | \$ 102,636,212        | \$ 124,359,200        |
| Agricultural and Vacant                                      | 2,667,056            | 2,810,303            | 3,077,677            | 4,374,870             | 4,845,584             |
| Residential (Owner Occupied)                                 | 538,413              | 498,189              | 779,471              | 1,015,067             | 2,059,866             |
| Residential (Rental)   | 1,867,708            | 1,481,509            | 1,390,831            | 1,884,960             | 2,083,571             |
| Railroad, Private Cars and Airlines                          | 381,637              | 310,897              | 317,388              | 295,335               | 297,162               |
| Historical Property  | <u>318,020</u>       | <u>389,892</u>       | <u>320,971</u>       | <u>152,582</u>        | <u>164,097</u>        |
| Total  | <u>\$ 78,875,048</u> | <u>\$ 82,473,287</u> | <u>\$ 95,645,156</u> | <u>\$ 110,359,026</u> | <u>\$ 133,809,480</u> |
| Gross Full Cash Value  | \$ 2,194,527,312     | \$ 2,288,757,320     | \$ 2,504,824,477     | \$ 2,752,126,376      | \$ 2,923,535,459      |
| Ratio of Net Limited Assessed Value to Gross Full Cash Value | 4%                   | 4%                   | 4%                   | 4%                    | 5%                    |
| Total Direct Rate  | 6.75                 | 6.39                 | 7.03                 | 6.99                  | 6.32                  |

**Source:** The source of this information is the State and County Abstract of the Assessment Roll, Arizona Department of Revenue.

**Note:** On November 6, 2012, voters approved Proposition 117, an amendment to the Arizona Constitution. Beginning with Tax Year 2015 (Fiscal Year 2016), both primary and secondary taxes are levied against the net limited assessed value. Primary taxes are used for general District operations. Secondary taxes are used to service District bonded debt requirements and other voter-approved overrides.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NET FULL CASH ASSESSED VALUE OF TAXABLE PROPERTY BY CLASS**  
**LAST TEN FISCAL YEARS**

| <u>Class</u>   | <u>Fiscal Year</u>    |                       |                       |                       |                      |
|--|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
|  | <u>2020</u>           | <u>2019</u>           | <u>2018</u>           | <u>2017</u>           | <u>2016</u>          |
| Commercial, Industrial, Utilities and Mining                   | \$ 121,004,955        | \$ 116,816,880        | \$ 117,479,476        | \$ 96,374,724         | \$ 81,065,220        |
| Agricultural and Vacant  | 2,237,871             | 2,485,335             | 2,490,736             | 2,883,612             | 3,162,965            |
| Residential (Owner Occupied)                                   | 1,858,966             | 1,467,689             | 1,120,386             | 1,040,197             | 776,341              |
| Residential (Rental)   | 6,033,175             | 4,661,236             | 5,019,477             | 3,574,170             | 3,052,859            |
| Railroad, Private Cars and Airlines                            | <u>419,641</u>        | <u>414,026</u>        | <u>420,409</u>        | <u>364,680</u>        | <u>374,258</u>       |
| Total  | <u>\$ 131,554,608</u> | <u>\$ 125,845,166</u> | <u>\$ 126,530,484</u> | <u>\$ 104,237,383</u> | <u>\$ 88,431,643</u> |
| Gross Full Cash Value  | \$ 2,735,215,044      | \$ 2,538,874,701      | \$ 2,529,310,435      | \$ 2,430,275,685      | \$ 2,304,810,851     |
| Ratio of Net Full Cash Assessed Value to Gross Full Cash Value | 5%                    | 5%                    | 5%                    | 4%                    | 4%                   |
| Estimated Net Full Cash Value                                  | \$ 841,254,322        | \$ 802,470,775        | \$ 806,293,495        | \$ 667,973,173        | \$ 538,908,138       |
| Total Direct Rate  | 5.62                  | 5.99                  | 5.69                  | 6.82                  | 6.87                 |

| <u>Class</u>   | <u>Fiscal Year</u>   |                      |                      |                       |                       |
|--|----------------------|----------------------|----------------------|-----------------------|-----------------------|
|  | <u>2015</u>          | <u>2014</u>          | <u>2013</u>          | <u>2012</u>           | <u>2011</u>           |
| Commercial, Industrial, Utilities and Mining                   | \$ 73,561,426        | \$ 77,133,979        | \$ 89,872,463        | \$ 103,070,472        | \$ 133,498,046        |
| Agricultural and Vacant  | 2,997,081            | 2,830,353            | 3,099,674            | 4,435,338             | 5,935,132             |
| Residential (Owner Occupied)                                   | 695,840              | 499,196              | 780,955              | 1,016,934             | 2,082,570             |
| Residential (Rental)   | 2,310,823            | 1,498,370            | 1,591,855            | 2,095,067             | 2,196,163             |
| Railroad, Private Cars and Airlines                            | 385,161              | 313,839              | 323,447              | 329,841               | 355,209               |
| Historical Property  | <u>1,208,476</u>     | <u>1,520,578</u>     | <u>1,283,885</u>     | <u>610,327</u>        | <u>689,112</u>        |
| Total  | <u>\$ 81,158,807</u> | <u>\$ 83,796,315</u> | <u>\$ 96,952,279</u> | <u>\$ 111,557,979</u> | <u>\$ 144,756,232</u> |
| Gross Full Cash Value  | \$ 2,194,527,312     | \$ 2,288,757,320     | \$ 2,504,824,477     | \$ 2,752,126,376      | \$ 2,923,535,459      |
| Ratio of Net Full Cash Assessed Value to Gross Full Cash Value | 4%                   | 4%                   | 4%                   | 4%                    | 5%                    |
| Estimated Net Full Cash Value                                  | \$ 491,889,419       | \$ 504,528,518       | \$ 579,960,921       | \$ 665,483,334        | \$ 848,065,326        |
| Total Direct Rate  | 6.75                 | 6.39                 | 7.03                 | 6.99                  | 6.32                  |

**Source:** The source of this information is the State and County Abstract of the Assessment Roll, Arizona Department of Revenue.

**Note:** On November 6, 2012, voters approved Proposition 117, an amendment to the Arizona Constitution. Beginning with Tax Year 2015 (Fiscal Year 2016), both primary and secondary taxes are levied against the net limited assessed value. The net full cash assessed value is used for determining the District's bonding capacity and as the ceiling for net limited assessed value.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
PROPERTY TAX ASSESSMENT RATIOS  
LAST TEN FISCAL YEARS**

| <u>Class</u>                                 | <u>Fiscal Year</u> |             |             |             |             |
|--|--------------------|-------------|-------------|-------------|-------------|
|  | <u>2020</u>        | <u>2019</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> |
| Commercial, Industrial, Utilities and Mining | 18 %               | 18 %        | 18 %        | 18 %        | 19 %        |
| Agricultural and Vacant                      | 15                 | 15          | 15          | 15          | 16          |
| Residential (Owner Occupied)                 | 10                 | 10          | 10          | 10          | 10          |
| Residential (Rental)                         | 10                 | 10          | 10          | 10          | 10          |
| Railroad, Private Cars and Airlines          | 15                 | 14          | 15          | 14          | 15          |

| <u>Class</u>                                 | <u>Fiscal Year</u> |             |             |             |             |
|--|--------------------|-------------|-------------|-------------|-------------|
|  | <u>2015</u>        | <u>2014</u> | <u>2013</u> | <u>2012</u> | <u>2011</u> |
| Commercial, Industrial, Utilities and Mining | 19 %               | 20 %        | 20 %        | 20 %        | 21 %        |
| Agricultural and Vacant                      | 16                 | 16          | 16          | 16          | 16          |
| Residential (Owner Occupied)                 | 10                 | 10          | 10          | 10          | 10          |
| Residential (Rental)                         | 10                 | 10          | 10          | 10          | 10          |
| Railroad, Private Cars and Airlines          | 16                 | 15          | 15          | 15          | 17          |

**Source:** The source of this information is the State and County Abstract of the Assessment Roll, Arizona Department of Revenue.

**Note:** Additional classes of property exist, but do not amount to a significant portion of the District's total valuation, therefore they are not included on this schedule.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
DIRECT AND OVERLAPPING PROPERTY TAX RATES  
LAST TEN FISCAL YEARS**

| Fiscal<br>Year<br>Ended<br>June 30 | Overlapping Rates     |        |                                  |                              |  |                    |  | District Direct Rates |           |       |
|------------------------------------|-----------------------|--------|----------------------------------|------------------------------|--|--------------------|--|-----------------------|-----------|-------|
|                                    | State<br>Equalization | County | Community<br>College<br>District | Flood<br>Control<br>District | Central AZ Water<br>Conservation<br>District | City of<br>Phoenix | Phoenix Union<br>High School<br>District | Primary               | Secondary | Total |
|                                    | 2020                  | 0.46   | 1.40                             | 1.33                         | 0.18   | 0.14               | 2.13                                     | 4.99                  | 3.75      | 1.87  |
| 2019                               | 0.47                  | 1.40   | 1.38                             | 0.18                         | 0.14   | 2.14               | 5.20                                     | 2.33                  | 3.66      | 5.99  |
| 2018                               | 0.49                  | 1.40   | 1.41                             | 0.18                         | 0.14   | 2.16               | 5.03                                     | 4.17                  | 1.52      | 5.69  |
| 2017                               | 0.50                  | 1.40   | 1.47                             | 0.18                         | 0.14   | 2.17               | 5.07                                     | 4.46                  | 2.36      | 6.82  |
| 2016                               | 0.51                  | 1.36   | 1.49                             | 0.16                         | 0.14   | 1.82               | 4.96                                     | 4.46                  | 2.41      | 6.87  |
| 2015                               | 0.51                  | 1.32   | 1.52                             | 0.14                         | 0.14   | 1.82               | 4.62                                     | 4.46                  | 2.29      | 6.75  |
| 2014                               | 0.51                  | 1.28   | 1.53                             | 0.14                         | 0.14   | 1.82               | 4.82                                     | 4.46                  | 1.93      | 6.39  |
| 2013                               | 0.47                  | 1.24   | 1.38                             | 0.18                         | 0.10   | 1.82               | 4.27                                     | 4.81                  | 2.22      | 7.03  |
| 2012                               | 0.43                  | 1.24   | 1.21                             | 0.18                         | 0.10   | 1.82               | 3.76                                     | 5.09                  | 1.90      | 6.99  |
| 2011                               | 0.36                  | 1.05   | 0.97                             | 0.15                         | 0.10   | 1.82               | 3.25                                     | 3.40                  | 2.92      | 6.32  |

**Source:** The source of this information is the Property Tax Rates and Assessed Values, Arizona Tax Research Foundation.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
PRINCIPAL PROPERTY TAXPAYERS  
CURRENT FISCAL YEAR AND FISCAL YEAR NINE YEARS PRIOR**

| <u>Taxpayer</u>                       | <u>2020</u>                                   |  | <u>2011</u>                                     |  |
|---------------------------------------|---|--|---|--|
|                                       | <u>Net Limited<br/>Assessed<br/>Valuation</u> | <u>Percentage of<br/>District's Net<br/>Limited<br/>Assessed<br/>Valuation</u> | <u>Net Full Cash<br/>Assessed<br/>Valuation</u> | <u>Percentage of<br/>District's Net<br/>Full Cash<br/>Assessed<br/>Valuation</u> |
| Arizona Public Service                | 5,864,398                                     | 5.61 %   | 4,463,446                                       | 3.08 %   |
| Rio Salado Commerce Park LLC          | 4,685,405                                     | 4.48   |   |  |
| Centurylink Communications LLC        | 3,802,191                                     | 3.63   |   |  |
| Eastgroup Properties LP               | 3,063,059                                     | 2.93   | 4,157,879                                       | 2.87   |
| Meritex Industrial Portfolio LLC      | 2,080,991                                     | 1.99   |   |  |
| Ryan Building Offices SDCO Inc.       | 2,030,997                                     | 1.94   | 2,688,513                                       | 1.86   |
| Qwest Corporation                     | 1,471,967                                     | 1.41   | 6,124,544                                       | 4.23   |
| Master International Corporation/ETAL | 1,247,691                                     | 1.19   | 1,574,967                                       | 1.09   |
| Runbeck Properties LLC                | 1,183,668                                     | 1.13   |   |  |
| Airport Office Park LLC               | 977,485                                       | 0.93   |   |  |
| Arizona MSA #26                       |   |  | 8,337,959                                       | 5.76   |
| Thomas Terence W                      |   |  | 2,047,000                                       | 1.41   |
| Sprint Nextel Wireless LP             |   |  | 1,930,354                                       | 1.33   |
| Presson Advisory LLC                  |   |  | 1,669,175                                       | 1.15   |
| Arizona Fueling Facilities            |   |  | 1,271,809                                       | 0.88   |
| Total                                 | <u>\$ 26,407,852</u>                          | <u>25.24 %</u>   | <u>\$ 34,265,646</u>                            | <u>23.66 %</u>   |

**Source:** The source of this information is the Maricopa County Assessor's records.

**Note:** On November 6, 2012, voters approved Proposition 117, an amendment to the Arizona Constitution. Beginning with Tax Year 2015 (Fiscal Year 2016), both primary and secondary taxes are levied against the net limited assessed value.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN FISCAL YEARS**

| <b>Fiscal<br/>Year<br/>Ended<br/>June 30</b> | <b>Taxes Levied<br/>for the<br/>Fiscal Year</b> | <b>Collected within the<br/>Fiscal Year of the Levy</b> |                               | <b>Collections in<br/>Subsequent<br/>Fiscal Years</b> | <b>Collected to the End<br/>of the Current Fiscal Year</b> |                               |
|--|---|---|-------------------------------|---|--|-------------------------------|
|  |   | <b>Amount</b>   | <b>Percentage<br/>of Levy</b> |   | <b>Amount</b>  | <b>Percentage<br/>of Levy</b> |
| 2020   | \$ 6,458,911                                    | \$ 5,711,488  | 88.43 %                       | \$  | \$ 5,711,488   | 88.43 %                       |
| 2019   | 6,286,312                                       | 6,091,514   | 96.90                         | 190,566   | 6,282,080  | 99.93                         |
| 2018   | 5,623,939                                       | 5,467,444   | 97.22                         | 155,652   | 5,623,096  | 99.99                         |
| 2017   | 7,057,346                                       | 6,865,079   | 97.28                         | 191,339   | 7,056,418  | 99.99                         |
| 2016   | 6,225,058                                       | 6,085,116   | 97.75                         | 138,371   | 6,223,487  | 99.97                         |
| 2015   | 5,693,758                                       | 5,245,229   | 92.12                         | 446,717   | 5,691,946  | 99.97                         |
| 2014   | 5,450,444                                       | 5,253,443   | 96.39                         | 196,313   | 5,449,756  | 99.99                         |
| 2013   | 6,707,873                                       | 6,490,854   | 96.76                         | 215,967   | 6,706,821  | 99.98                         |
| 2012   | 7,951,610                                       | 7,599,062   | 95.57                         | 339,391   | 7,938,453  | 99.83                         |
| 2011   | 9,425,436                                       | 8,972,171   | 95.19                         | 426,907   | 9,399,078  | 99.72                         |

**Source:** The source of this information is the Maricopa County Treasurer's records.

**Notes:** 1) Amounts collected are on a cash basis.

2) Unsecured personal property taxes are not included in this schedule because the dates of the monthly rolls vary each year. On the average, 90% of unsecured property taxes are collected within 90 days after the due date.



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
OUTSTANDING DEBT BY TYPE  
LAST TEN FISCAL YEARS**

| Fiscal<br>Year<br>Ended<br>June 30 | General Obligation Bonds       |   |              |  |               | Total Outstanding Debt |  |               |                                     |  |
|------------------------------------|--------------------------------|---|--------------|--|---------------|------------------------|--|---------------|-------------------------------------|--|
|                                    | General<br>Obligation<br>Bonds | Less:<br>Amounts<br>Restricted<br>for Principal | Total        | Percentage of<br>Estimated<br>Actual Value | Per<br>Capita | Total                  | Percentage of<br>Estimated<br>Actual Value | Per<br>Capita | Percentage of<br>Personal<br>Income |  |
| 2020                               | \$ 3,997,631                   | \$ 97,127                                       | \$ 3,900,504 | 0.14 %                                     | \$ 876        | \$ 3,997,631           | 0.15 %                                     | \$ 898        | N/A %                               |  |
| 2019                               | 4,518,375                      | 43,778  | 4,474,597    | 0.18                                       | 1,045         | 4,518,375              | 0.18                                       | 1,055         | 0.002                               |  |
| 2018                               | 5,009,119                      | 23,169  | 4,985,950    | 0.20                                       | 1,342         | 5,009,119              | 0.20                                       | 1,349         | 0.003                               |  |
| 2017                               | 5,489,863                      | 417,760   | 5,072,103    | 0.21                                       | 1,045         | 5,489,863              | 0.23                                       | 1,131         | 0.002                               |  |
| 2016                               | 5,960,607                      | 131,547   | 5,829,060    | 0.25                                       | 1,201         | 5,960,607              | 0.26                                       | 1,228         | 0.003                               |  |
| 2015                               | 6,351,351                      | 100,433   | 6,250,918    | 0.28                                       | 905           | 6,351,351              | 0.29                                       | 920           | 0.004                               |  |
| 2014                               | 4,843,260                      | 105,155   | 4,738,105    | 0.21                                       | 686           | 4,843,260              | 0.21                                       | 701           | 0.003                               |  |
| 2013                               | 3,095,000                      | 98,296  | 2,996,704    | 0.12                                       | 434           | 3,095,000              | 0.12                                       | 448           | 0.002                               |  |
| 2012                               | 3,475,000                      | 115,356   | 3,359,644    | 0.12                                       | 487           | 3,475,000              | 0.13                                       | 503           | 0.002                               |  |
| 2011                               | 8,360,000                      | 150,227   | 8,209,773    | 0.28                                       | 1,189         | 8,360,000              | 0.29                                       | 1,211         | 0.006                               |  |

**Source:** The source of this information is the District's financial records.

**Note:** N/A indicates that the information is not available.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT  
JUNE 30, 2020**

| <u>Governmental Unit</u>                                  | <u>Debt<br/>Outstanding</u> | <u>Estimated<br/>Percentage<br/>Applicable to<br/>School District</u> | <u>Estimated<br/>Amount<br/>Applicable to<br/>School District</u> |
|---|-----------------------------|---|---|
| Overlapping:  |                             |   |   |
| Maricopa Community College District                       | \$ 312,450,000              | 0.26 %  | \$ 812,370  |
| City of Phoenix   | 1,085,050,000               | 0.84  | 9,114,420   |
| Phoenix Union High School District No. 210                | 384,290,000                 | 2.05  | 7,877,945   |
| Subtotal, Overlapping Debt                                |                             |   | <u>17,804,735</u>   |
| Direct:   |                             |   |   |
| Wilson Elementary School District No. 7                   |                             |   | <u>3,997,631</u>  |
| Total Direct and Overlapping Governmental Activities Debt |                             |   | <u>\$ 21,802,366</u>  |

**DIRECT AND OVERLAPPING GENERAL BONDED DEBT RATIOS**

|   |          |         |
|---|----------|---------|
| Net Direct General Obligation Bonded Debt         |          |         |
| As a Percentage of Net Limited Assessed Valuation |          | 3.73 %  |
| Net Direct and Overlapping General Bonded Debt    |          |         |
| Per Capita  | \$ 4,876 |         |
| As a Percentage of Net Limited Assessed Valuation |          | 20.75 % |
| As a Percentage of Gross Full Cash Value          |          | 0.79 %  |

**Source:** The source of this information is the District's records and the State and County Abstract of the Assessment Roll, Arizona Department of Revenue and the applicable governmental unit.

- Notes:**
- 1) Estimated percentage of debt outstanding applicable to the District is calculated based on a portion of the District's net limited assessed valuation as a percentage of the net limited assessed valuation of the overlapping jurisdiction.
  - 2) Outstanding debt as of June 30, 2019 is presented for the overlapping governments as this is the most recent available information.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
LEGAL DEBT MARGIN INFORMATION  
LAST TEN FISCAL YEARS**

**Class B Bond Legal Debt Margin Calculation for Fiscal Year 2020:**

|                                    |                     |
|------------------------------------|---------------------|
| Net full cash assessed valuation   | \$ 131,554,608      |
| Debt limit (10% of assessed value) | 13,155,461          |
| Debt applicable to limit           | <u>3,885,000</u>    |
| Legal debt margin                  | <u>\$ 9,270,461</u> |

**Total Legal Debt Margin Calculation for Fiscal Year 2020:**

|                                    |                      |
|------------------------------------|----------------------|
| Net full cash assessed valuation   | \$ 131,554,608       |
| Debt limit (15% of assessed value) | 19,733,191           |
| Debt applicable to limit           | <u>3,885,000</u>     |
| Legal debt margin                  | <u>\$ 15,848,191</u> |

**Fiscal Year Ended June 30**

|   | <u>2020</u>          | <u>2019</u>          | <u>2018</u>          | <u>2017</u>          | <u>2016</u>          |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| Debt Limit  | \$ 19,733,191        | \$ 18,876,775        | \$ 18,979,573        | \$ 15,635,607        | \$ 13,264,746        |
| Total net debt applicable to limit                                      | <u>3,885,000</u>     | <u>4,395,000</u>     | <u>4,875,000</u>     | <u>5,345,000</u>     | <u>5,805,000</u>     |
| Legal debt margin   | <u>\$ 15,848,191</u> | <u>\$ 14,481,775</u> | <u>\$ 14,104,573</u> | <u>\$ 10,290,607</u> | <u>\$ 7,459,746</u>  |
| Total net debt applicable to the limit<br>as a percentage of debt limit | 20%                  | 23%                  | 26%                  | 34%                  | 44%                  |
|   | <u>2015</u>          | <u>2014</u>          | <u>2013</u>          | <u>2012</u>          | <u>2011</u>          |
| Debt Limit  | \$ 12,173,821        | \$ 12,569,447        | \$ 14,542,842        | \$ 16,733,697        | \$ 21,713,435        |
| Total net debt applicable to limit                                      | <u>6,185,000</u>     | <u>4,755,000</u>     | <u>3,095,000</u>     | <u>3,475,000</u>     | <u>8,360,000</u>     |
| Legal debt margin   | <u>\$ 5,988,821</u>  | <u>\$ 7,814,447</u>  | <u>\$ 11,447,842</u> | <u>\$ 13,258,697</u> | <u>\$ 13,353,435</u> |
| Total net debt applicable to the limit<br>as a percentage of debt limit | 51%                  | 38%                  | 21%                  | 21%                  | 39%                  |

**Source:** The source of this information is the District's financial records.

**Notes:** 1) The District's general obligation bonds are subject to two limits; the Constitutional debt limit (total debt limit) on all general obligation bonds outstanding and the statutory debt limit on Class B bonds outstanding. The calculations of the debt margins are presented in detail for the current fiscal year only.

2) Prior to FY17, net bond premium was restricted by amount and not subject to the statutory debt limit. Beginning with FY17, any additional net premium used for capital projects, bond counsel, printing and preparation of offering documents, a financial advisor, paying agent costs or to pay down debt is counted against both debt limits with the exception of amounts of premium deposited into the Debt Service Fund or a refunding escrow to pay interest payments.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
COUNTY-WIDE DEMOGRAPHIC AND ECONOMIC STATISTICS  
LAST TEN CALENDAR YEARS**

| <u>Year</u> | <u>Population</u> | <u>Personal<br/>Income<br/>(thousands)</u> | <u>Per Capita<br/>Income</u> | <u>Unemployment<br/>Rate</u> | <u>Estimated<br/>District<br/>Population</u> |
|-------------|-------------------|--|------------------------------|------------------------------|--|
| 2019        | 4,367,835         | \$ N/A                                     | \$ N/A                       | 3.6 %                        | 4,451  |
| 2018        | 4,294,460         | 210,370,180                                | 47,694                       | 4.1                          | 4,282  |
| 2017        | 4,307,033         | 196,286,191                                | 45,573                       | 3.9                          | 3,714  |
| 2016        | 4,137,076         | 280,120,037                                | 40,415                       | 4.5                          | 4,852  |
| 2015        | 4,076,349         | 184,784,917                                | 42,092                       | 5.5                          | 4,852  |
| 2014        | 4,087,191         | 168,483,421                                | 41,222                       | 5.9                          | 6,905  |
| 2013        | 3,944,859         | 154,926,697                                | 39,273                       | 6.7                          | 6,905  |
| 2012        | 3,824,058         | 147,374,500                                | 38,238                       | 9.1                          | 6,905  |
| 2011        | 3,843,370         | 142,864,275                                | 37,352                       | 8.4                          | 6,905  |
| 2010        | 3,817,117         | 142,091,618                                | 35,319                       | 8.5                          | 6,905  |

**Sources:** The source of the "Personal Income" and "Per Capita" information is the Bureau of Economic Analysis. The source of the "Population" and "Unemployment Rate" information for 2010 is the University of Arizona, Eller College of Management, Economic and Business Research Center. For 2011 through 2016 and 2019, the source of the information is the Arizona Office of Employment and Population Statistics. For 2017, the source is the U.S. Department of Commerce and the Bureau of Labor Statistics.

**Note:** N/A indicates that the information is not available.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
PRINCIPAL EMPLOYERS  
CURRENT FISCAL YEAR AND FISCAL YEAR NINE YEARS PRIOR**

| <b>Employer</b>          | <b>2020</b>          |   | <b>2011</b>          |   |
|--------------------------|----------------------|---|----------------------|---|
|                          | <b>Employees</b>     | <b>Percentage<br/>of Total<br/>Employment</b> | <b>Employees</b>     | <b>Percentage<br/>of Total<br/>Employment</b> |
| Banner Health            | 47,000               | 1.65 %  | 28,220               | 1.67 %  |
| State of Arizona         | 41,847               | 1.47  | 49,282               | 2.91  |
| Arizona State University | 35,730               | 1.25  | 12,221               | 0.72  |
| Walmart Inc.             | 33,460               | 1.17  | 30,608               | 1.81  |
| Fry's Food Stores        | 21,738               | 0.76  |                      |   |
| University of Arizona    | 20,462               | 0.72  |                      |   |
| Wells Fargo & Co.        | 17,217               | 0.60  | 13,100               | 0.77  |
| City of Phoenix          | 14,858               | 0.52  | 15,544               | 0.92  |
| Maricopa County          | 13,933               | 0.49  | 12,458               | 0.74  |
| Intel Corp.              | 12,190               | 0.43  | 9,700                | 0.57  |
| Apollo Group Inc.        |                      |   | 13,000               | 0.77  |
| Raytheon                 |                      |   | 12,000               | 0.71  |
| <b>Total</b>             | <b>258,435</b>       | <b>9.06 %</b>                                 | <b>196,133</b>       | <b>11.59 %</b>                                |
| <br>Total employment     | <br><b>2,850,559</b> |   | <br><b>1,692,300</b> |   |

**Source:** The source of this information is The Business Journal Book of Lists.

**Note:** Information is presented County-wide.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
FULL-TIME EQUIVALENT DISTRICT EMPLOYEES BY TYPE  
LAST TEN FISCAL YEARS**

|  | <b>Full-time Equivalent Employees as of June 30</b> |                   |                   |                   |                   |
|--|---|-------------------|-------------------|-------------------|-------------------|
|  | <u>2020</u>   | <u>2019</u>       | <u>2018</u>       | <u>2017</u>       | <u>2016</u>       |
| <b>Supervisory</b>                     |   |                   |                   |                   |                   |
| Superintendent                         | 1   | 1                 | 1                 | 1                 | 1                 |
| Consultants/supervisors of instruction | 2   | 2                 | 2                 |                   |                   |
| Principals                             | 2   | 2                 | 2                 | 2                 | 2                 |
| Assistant principals                   | 1   | 1                 | 2                 |                   |                   |
| Total supervisory                      | <u>6</u>  | <u>6</u>          | <u>7</u>          | <u>3</u>          | <u>3</u>          |
| <b>Instruction</b>                     |   |                   |                   |                   |                   |
| Teachers                               | 73  | 73                | 79                | 79                | 72                |
| Aides                                  | 4   | 4                 | 34                | 25                | 37                |
| Total instruction                      | <u>77</u>   | <u>77</u>         | <u>113</u>        | <u>104</u>        | <u>109</u>        |
| <b>Student Services</b>                |   |                   |                   |                   |                   |
| Counselors/Advisors                    | 1   | 1                 | 1                 |                   |                   |
| Librarians                             | 1   | 1                 | 1                 | 1                 | 1                 |
| Technicians                            | 3   | 3                 | 2                 | 2                 |                   |
| Total student services                 | <u>5</u>  | <u>5</u>          | <u>4</u>          | <u>3</u>          | <u>1</u>          |
| <b>Support and Administration</b>      |   |                   |                   |                   |                   |
| Service workers                        | 78  | 71                | 50                | 50                | 35                |
| Total support and administration       | <u>78</u>   | <u>71</u>         | <u>50</u>         | <u>50</u>         | <u>35</u>         |
| <b>Total</b>                           | <u><u>166</u></u>                                   | <u><u>159</u></u> | <u><u>174</u></u> | <u><u>160</u></u> | <u><u>148</u></u> |

(Continued)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
FULL-TIME EQUIVALENT DISTRICT EMPLOYEES BY TYPE  
LAST TEN FISCAL YEARS**

|  | <u>2015</u>       | <u>2014</u>       | <u>2013</u>       | <u>2012</u>       | <u>2011</u>       |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Supervisory</b>                     |                   |                   |                   |                   |                   |
| Superintendent                         | 1                 | 1                 | 1                 | 1                 | 1                 |
| Consultants/supervisors of instruction |                   |                   |                   |                   |                   |
| Principals                             | 2                 | 2                 | 2                 | 2                 | 2                 |
| Assistant principals                   |                   |                   |                   |                   |                   |
| Total supervisory                      | <u>3</u>          | <u>3</u>          | <u>3</u>          | <u>3</u>          | <u>3</u>          |
| <b>Instruction</b>                     |                   |                   |                   |                   |                   |
| Teachers                               | 75                | 75                | 75                | 78                | 77                |
| Aides                                  | 31                | 33                | 37                | 35                | 35                |
| Total instruction                      | <u>106</u>        | <u>108</u>        | <u>112</u>        | <u>113</u>        | <u>112</u>        |
| <b>Student Services</b>                |                   |                   |                   |                   |                   |
| Counselors/Advisors                    |                   |                   |                   |                   |                   |
| Librarians                             | 1                 |                   |                   | 1                 |                   |
| Technicians                            |                   | 2                 | 2                 | 1                 | 1                 |
| Total student services                 | <u>1</u>          | <u>2</u>          | <u>2</u>          | <u>2</u>          | <u>1</u>          |
| <b>Support and Administration</b>      |                   |                   |                   |                   |                   |
| Service workers                        | 34                | 34                | 31                | 31                | 35                |
| Total support and administration       | <u>34</u>         | <u>34</u>         | <u>31</u>         | <u>31</u>         | <u>35</u>         |
| <b>Total</b>                           | <u><u>144</u></u> | <u><u>147</u></u> | <u><u>148</u></u> | <u><u>149</u></u> | <u><u>151</u></u> |

**Source:** The source of this information is District personnel records.

**(Concluded)**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
OPERATING STATISTICS  
LAST TEN FISCAL YEARS**

| <b>Fiscal Year Ended June 30</b> | <b>Average Daily Membership</b> | <b>Operating Expenditures</b> | <b>Cost per Pupil</b> | <b>Percentage Change</b> | <b>Expenses</b> | <b>Cost per Pupil</b> | <b>Percentage Change</b> | <b>Teaching Staff</b> | <b>Pupil-Teacher Ratio</b> | <b>Percentage of Free/Reduced Students</b> |
|----------------------------------|---------------------------------|-------------------------------|-----------------------|--------------------------|-----------------|-----------------------|--------------------------|-----------------------|----------------------------|--|
| 2020                             | 1,070                           | \$ 13,244,896                 | \$ 12,378             | 7.22 %                   | \$ 15,097,502   | \$ 14,110             | 8.64 %                   | 77                    | 13.9                       | 86.0 %                                     |
| 2019                             | 1,100                           | 12,699,023                    | 11,545                | (1.83)                   | 14,285,801      | 12,987                | (7.19)                   | 77                    | 14.3                       | 86.0                                       |
| 2018                             | 1,098                           | 12,912,223                    | 11,760                | 0.25                     | 15,364,505      | 13,993                | 3.97                     | 113                   | 9.7                        | 88.0                                       |
| 2017                             | 1,104                           | 12,950,300                    | 11,730                | 4.09                     | 14,858,579      | 13,459                | 7.16                     | 104                   | 10.6                       | 86.0                                       |
| 2016                             | 1,107                           | 12,475,332                    | 11,269                | 14.14                    | 13,903,247      | 12,559                | 4.20                     | 109                   | 10.2                       | 95.9                                       |
| 2015                             | 1,171                           | 11,561,530                    | 9,873                 | 0.44                     | 14,113,897      | 12,053                | 1.59                     | 106                   | 11.0                       | 95.9                                       |
| 2014                             | 1,182                           | 11,618,649                    | 9,830                 | (5.52)                   | 14,023,672      | 11,864                | (7.83)                   | 108                   | 10.9                       | 95.9                                       |
| 2013                             | 1,106                           | 11,506,374                    | 10,404                | 8.67                     | 14,236,468      | 12,872                | 9.93                     | 112                   | 9.9                        | 95.9                                       |
| 2012                             | 1,145                           | 10,961,600                    | 9,573                 | (8.82)                   | 13,407,477      | 11,710                | (9.66)                   | 113                   | 10.1                       | 95.9                                       |
| 2011                             | 1,090                           | 11,444,198                    | 10,499                | 1.98                     | 14,127,660      | 12,961                | 4.16                     | 112                   | 9.7                        | 93.8                                       |

**Source:** The source of this information is the District's financial records.

**Note:** Operating expenditures are total expenditures less debt service and capital outlay.



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
CAPITAL ASSETS INFORMATION  
LAST TEN FISCAL YEARS**

|  | <u>Fiscal Year Ended June 30</u> |             |             |             |             |             |             |             |             |             |
|--|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|  | <u>2020</u>                      | <u>2019</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> | <u>2012</u> | <u>2011</u> |
| <b><u>Schools</u></b>                              |                                  |             |             |             |             |             |             |             |             |             |
| <b>Elementary</b>                                  |                                  |             |             |             |             |             |             |             |             |             |
| Buildings  | 3                                | 3           | 3           | 3           | 3           | 3           | 3           | 3           | 3           | 3           |
| Square feet  | 76,964                           | 76,964      | 76,964      | 76,964      | 76,964      | 76,964      | 76,964      | 76,964      | 76,964      | 76,964      |
| Capacity   | 1,475                            | 1,475       | 1,475       | 1,475       | 1,475       | 1,475       | 1,475       | 1,475       | 1,475       | 1,475       |
| Enrollment   | 593                              | 593         | 858         | 858         | 875         | 996         | 807         | 741         | 786         | 730         |
| <b>Middle</b>                                      |                                  |             |             |             |             |             |             |             |             |             |
| Buildings  | 1                                | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           |
| Square feet  | 86,895                           | 86,895      | 86,895      | 86,895      | 86,895      | 86,895      | 86,895      | 86,895      | 86,895      | 86,895      |
| Capacity   | 952                              | 952         | 952         | 952         | 952         | 952         | 952         | 952         | 952         | 952         |
| Enrollment   | 638                              | 638         | 249         | 249         | 240         | 241         | 375         | 360         | 353         | 348         |
| <b>Other</b>                                       |                                  |             |             |             |             |             |             |             |             |             |
| Buildings  | 3                                | 3           | 3           | 3           | 3           | 3           | 3           | 3           | 3           | 3           |
| Square feet  | 13,782                           | 13,782      | 13,782      | 13,782      | 13,782      | 13,782      | 13,782      | 13,782      | 13,782      | 13,782      |
| <b><u>Administrative</u></b>                       |                                  |             |             |             |             |             |             |             |             |             |
| Buildings  | 1                                | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           |
| Square feet  | 4,322                            | 4,322       | 4,322       | 4,322       | 4,322       | 4,322       | 4,322       | 4,322       | 4,322       | 4,322       |
| <b><u>Transportation</u></b>                       |                                  |             |             |             |             |             |             |             |             |             |
| Buses  | 2                                | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           |
| <b><u>Athletics</u></b>                            |                                  |             |             |             |             |             |             |             |             |             |
| Baseball/softball                                  | 1                                | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           |
| Playgrounds  | 2                                | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           |
| <b><u>Classroom Bldg./Leased to Charter HS</u></b> |                                  |             |             |             |             |             |             |             |             |             |
| Buildings  | 2                                | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           | 1           |
| Square feet  | 30,100                           | 18,100      | 18,100      | 18,100      | 18,100      | 18,100      | 18,100      | 18,100      | 18,100      | 18,100      |
| Capacity   | 640                              | 400         | 400         | 400         | 400         | 400         | 400         | 400         | 400         | 400         |

**Source:** The source of this information is the District's facilities records.



**Wilson Elementary School District No. 7**  
**Single Audit Reporting Package**  
Year Ended June 30, 2020

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SINGLE AUDIT REPORTING PACKAGE  
FOR THE YEAR ENDED JUNE 30, 2020**

| <b><u>CONTENTS</u></b>  | <b><u>Page</u></b> |
|---|--------------------|
| 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> | 1                  |
| Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance          | 3                  |
| Schedule of Expenditures of Federal Awards  | 6                  |
| Notes to Schedule of Expenditures of Federal Awards   | 7                  |
| Schedule of Findings and Questioned Costs   | 8                  |
| Auditee Response  |                    |
| Cover Letter  | 13                 |
| Corrective Action Plan  | 14                 |
| Summary Schedule of Prior Audit Findings  | 19                 |

**Report on Internal Control Over Financial Reporting and on  
Compliance and Other Matters Based on an Audit of  
Financial Statements Performed in Accordance with  
*Government Auditing Standards***

Independent Auditor's Report

Governing Board  
Wilson Elementary School District No. 7

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Wilson Elementary School District No. 7, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Wilson Elementary School District No. 7's basic financial statements, and have issued our report thereon dated December 17, 2020. Our report included an emphasis of matter paragraph as to comparability because of the implementation of Governmental Accounting Standards Board Statement No. 84.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Wilson Elementary School District No. 7's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Wilson Elementary School District No. 7's internal control. Accordingly, we do not express an opinion on the effectiveness of Wilson Elementary School District No. 7's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and another to be a significant deficiency.

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. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items FS-2020-001 and FS-2020-002 to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying schedule of findings and questioned costs as item FS-2020-003 to be a significant deficiency.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Wilson Elementary School District No. 7'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 financial statements. 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*.

#### Wilson Elementary School District No. 7's Response to Findings

Wilson Elementary School District No. 7's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. Wilson Elementary School District No. 7's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

#### 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.

*Heinfeld Meech & Co. PC*

Heinfeld, Meech & Co., P.C.  
Phoenix, Arizona  
December 17, 2020

**Report on Compliance for Each Major Federal Program;  
Report on Internal Control Over Compliance; and  
Report on Schedule of Expenditures of Federal Awards  
Required by the Uniform Guidance**

Independent Auditor's Report

Governing Board  
Wilson Elementary School District No. 7

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

We have audited Wilson Elementary School District No. 7's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Wilson Elementary School District No. 7's major federal programs for the year ended June 30, 2020. Wilson Elementary School District No. 7's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Wilson Elementary School District No. 7's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Wilson Elementary School District No. 7's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Wilson Elementary School District No. 7's compliance.

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

In our opinion, Wilson Elementary School District No. 7 complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

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

Management of Wilson Elementary School District No. 7 is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Wilson Elementary School District No. 7's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Wilson Elementary School District No. 7's internal control over compliance.

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

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

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

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Wilson Elementary School District No. 7 as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Wilson Elementary School District No. 7's basic financial statements. We issued our report thereon dated December 17, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements.

The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Heinfeld Meech & Co. PC*

Heinfeld, Meech & Co., P.C.  
Phoenix, Arizona  
December 17, 2020



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**Fiscal Period 7/1/2019 - 6/30/2020**

| <i>Federal Awarding Agency/Program Title</i>                             | <i>Federal CFDA Number</i> | <i>Additional Award Identification (Optional)</i> | <i>Name of Funder Pass-Through Entity</i> | <i>Identifying Number Assigned By Funder Pass-Through Entity</i> | <i>Federal Expenditures</i> | <i>Federal Program Total</i> | <i>Cluster Name</i>              | <i>Cluster Total</i> |
|--|----------------------------|---|---|--|-----------------------------|------------------------------|----------------------------------|----------------------|
| <b>DEPARTMENT OF AGRICULTURE</b>   |                            |   |   |  |                             |                              |                                  |                      |
| SCHOOL BREAKFAST PROGRAM   | 10.553                     |   | ARIZONA DEPARTMENT OF EDUCATION           | 7AZ300AZ3  | \$124,587                   | \$124,587                    | CHILD NUTRITION CLUSTER          | \$782,792            |
| NATIONAL SCHOOL LUNCH PROGRAM  | 10.555                     |   | ARIZONA DEPARTMENT OF EDUCATION           | 7AZ300AZ3  | \$511,948                   | \$511,948                    | CHILD NUTRITION CLUSTER          | \$782,792            |
| SUMMER FOOD SERVICE PROGRAM FOR CHILDREN                                 | 10.559                     |   | ARIZONA DEPARTMENT OF EDUCATION           | 7AZ300AZ3  | \$146,257                   | \$146,257                    | CHILD NUTRITION CLUSTER          | \$782,792            |
| <b>TOTAL DEPARTMENT OF AGRICULTURE</b>                                   |                            |   |   |  | <u>\$782,792</u>            |                              |                                  |                      |
| <b>DEPARTMENT OF EDUCATION</b>   |                            |   |   |  |                             |                              |                                  |                      |
| TITLE I GRANTS TO LOCAL EDUCATIONAL AGENCIES                             | 84.010                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S010A190003  | \$573,324                   | \$573,324                    | N/A                              | \$0                  |
| SPECIAL EDUCATION_ GRANTS TO STATES                                      | 84.027                     |   | ARIZONA DEPARTMENT OF EDUCATION           | H027A190007  | \$158,021                   | \$158,021                    | SPECIAL EDUCATION CLUSTER (IDEA) | \$170,621            |
| SPECIAL EDUCATION_ PRESCHOOL GRANTS                                      | 84.173                     |   | ARIZONA DEPARTMENT OF EDUCATION           | H173A190003  | \$12,600                    | \$12,600                     | SPECIAL EDUCATION CLUSTER (IDEA) | \$170,621            |
| TWENTY-FIRST CENTURY COMMUNITY LEARNING CENTERS                          | 84.287                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S287C190003  | \$122,464                   | \$122,464                    | N/A                              | \$0                  |
| ENGLISH LANGUAGE ACQUISITION STATE GRANTS                                | 84.365                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S365A190003  | \$42,155                    | \$42,155                     | N/A                              | \$0                  |
| SUPPORTING EFFECTIVE INSTRUCTION STATE GRANTS                            | 84.367                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S367A190049  | \$29,104                    | \$29,104                     | N/A                              | \$0                  |
| TEACHER INCENTIVE FUND   | 84.374                     |   | MARICOPA COUNTY                           | N/A  | \$556,369                   | \$556,369                    | N/A                              | \$0                  |
| PRESCHOOL DEVELOPMENT GRANTS   | 84.419                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S419A150009  | \$173,444                   | \$173,444                    | N/A                              | \$0                  |
| STUDENT SUPPORT AND ACADEMIC ENRICHMENT PROGRAM                          | 84.424                     |   | ARIZONA DEPARTMENT OF EDUCATION           | S424A190003  | \$65,668                    | \$65,668                     | N/A                              | \$0                  |
| COVID-19 - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF (ESSER) FUND | 84.425D                    | COVID-19  | ARIZONA DEPARTMENT OF EDUCATION           | S425D200038  | \$3,130                     | \$3,130                      | N/A                              | \$0                  |
| <b>TOTAL DEPARTMENT OF EDUCATION</b>                                     |                            |   |   |  | <u>\$1,736,279</u>          |                              |                                  |                      |
| <b>DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>                           |                            |   |   |  |                             |                              |                                  |                      |
| HEAD START   | 93.600                     |   | CITY OF PHOENIX                           | N/A  | \$421,901                   | \$421,901                    | HEAD START CLUSTER               | \$421,901            |
| <b>TOTAL DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>                     |                            |   |   |  | <u>\$421,901</u>            |                              |                                  |                      |
| <b>TOTAL EXPENDITURE OF FEDERAL AWARDS</b>                               |                            |   |   |  | <u>\$2,940,972</u>          |                              |                                  |                      |

The accompanying Notes to the Schedule of Expenditures of Federal Awards are an integral part of the schedule.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**Fiscal Period 7/1/2019 - 6/30/2020**

**Significant Accounting Policies Used in Preparing the SEFA**

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of Wilson Elementary School District No. 7 under programs of the federal government for the year ended June 30, 2020. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position or cash flows of the District. Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Any negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

**10% De Minimis Cost Rate**

The District has not elected to use the 10% de minimis indirect cost rate allowed under Uniform Guidance.

**Catalog of Federal Domestic Assistance Numbers**

The program titles and CFDA numbers were obtained from the federal or pass-through grantor or through beta.sam.gov. If the three-digit CFDA extension is unknown, there is a U followed by a two-digit number in the CFDA extension to identify one or more Federal award lines from that program. The first Federal program with an unknown three-digit extension is indicated with U01 for all award lines associated with that program, the second is U02, etc.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2020**

**Summary of Auditor's Results:**

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Significant deficiency(ies) identified: Yes
- Material weakness(es) identified: Yes

Noncompliance material to financial statements noted: No

Federal Awards

Internal control over major programs:

- Significant deficiency(ies) identified: No
- Material weakness(es) identified: No

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

Any audit findings disclosed that are required to be reported in accordance with §200.516 of Uniform Guidance: No

Identification of major programs:

| <u>CFDA Numbers</u>    | <u>Name of Federal Program or Cluster</u> |
|------------------------|---|
| 10.553, 10.555, 10.559 | Child Nutrition Cluster                   |
| 93.600                 | Head Start Cluster                        |

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee: No

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards*: Yes**

**Findings and Questioned Costs Related to Federal Awards: No**

**Summary Schedule of Prior Audit Findings required to be reported: Yes**

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2020**

**FINDINGS RELATED TO FINANCIAL STATEMENTS REPORTED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**Finding Number:** FS-2020-001

**Repeat Finding:** Yes, FS-2019-001

**Type of Finding:** Material Weakness

**Description:** Internal Controls Over Cash

CRITERIA

District management is responsible for establishing and maintaining internal controls that include controls over the District's cash balances and related financial activity. Bank accounts and cash on deposit with the County Treasurer should be fully reconciled to the District's financial records on a monthly basis to ensure funds on deposit and amounts reported in the general ledger are accurate.

CONDITION

The District did not have proper internal controls in place over cash and bank accounts, including reconciliations of cash balances and initiation of wire transfers. The District did not have a process to review transactions initiated by the County School Superintendent (CSS).

CAUSE

The District's policies and procedures over its cash and bank reconciliations were not always followed. Additionally, there was a lack of oversight by management not ensuring that the reconciliations were completed timely.

EFFECT

Without properly completed monthly reconciliations, the District may not be able to effectively manage its finances. Errors in revenues, expenditures, and cash balances may not be detected and corrected by the District in a timely manner. Fraudulent activity occurred during the fiscal year and was not detected timely.

CONTEXT

During our review of the District's accounting records, we noted the following:

- The District's bank accounts were not reconciled on a timely basis throughout the year.
- Cash reconciliations to the County Treasurer's records were not performed on a timely basis throughout the year.
- The District does not have an approval process in place for initiating wire transfers/ACH payments. This process was subsequently implemented by the District.
- Two District employees shared login credentials to the online banking system. This was subsequently corrected by the District.
- The District improperly recorded a transaction to the general ledger which understated cash. Additionally, deposits with others was overstated and revenue understated.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2020**

**FINDINGS RELATED TO FINANCIAL STATEMENTS REPORTED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**Finding Number:** FS-2020-001

**RECOMMENDATION**

The District should design and implement effective internal control procedures to ensure the accounting records are free from material misstatements. The District must ensure that complete and accurate cash and bank reconciliations are performed monthly.

**VIEWS OF RESPONSIBLE OFFICIALS**

See Corrective Action Plan.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2020**

**FINDINGS RELATED TO FINANCIAL STATEMENTS REPORTED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**Finding Number:** FS-2020-002

**Repeat Finding:** No

**Type of Finding:** Material Weakness

**Description:** Internal Controls Over Revenues

CRITERIA

District management is responsible for establishing and maintaining internal controls over revenue, including controls over the allocation of revenues to the appropriate funds.

CONDITION

The District lacked adequate internal controls over recording revenue to ensure it was properly allocated to the appropriate funds. In addition, the District lacked adequate internal controls over budgeting to ensure tax rates and the resulting revenues covered expenditures made out of levy funds.

CAUSE

The District did not have formal internal controls over revenues, more specifically review procedures, in place to prevent and detect material misstatements from occurring. In addition, the District did not have formal internal controls in place to align and review their budget balance carryforward versus their levy fund cash balance. The District faced management turnover in the fiscal year.

EFFECT

Without proper revenue allocation and review processes, the District's financial statements were materially misstated due to revenue not being recorded correctly in the proper levy funds.

CONTEXT

The District did not allocate equalization and property taxes in alignment with their budget in the current year and prior years resulting in audit adjustments including a restatement.

RECOMMENDATION

It is recommended that the District design and implement internal controls over the recording of revenue. In addition, it is recommended that the District have a second person review all revenue allocations in levy funds for accuracy.

VIEWS OF RESPONSIBLE OFFICIALS

See Corrective Action Plan.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2020**

**FINDINGS RELATED TO FINANCIAL STATEMENTS REPORTED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**Finding Number:** FS-2020-003

**Repeat Finding:** No

**Type of Finding:** Significant Deficiency

**Description:** Internal Controls Over Payroll

CRITERIA

District management is responsible for establishing and maintaining internal controls over payroll that are adequate to ensure that all payroll disbursements are properly processed and recorded in accordance with Fair Labor Standards Act (FLSA) and District policies.

CONDITION

The District lacked adequate internal controls over its payroll records to ensure that all payroll disbursements were properly processed and recorded.

CAUSE

Formal internal controls, more specifically segregation of duties and review procedures, were not in place at the District.

EFFECT

Without proper segregation of duties and review processes, the District may not be able to ensure payroll is processed accurately without misstatements due to error or fraud.

CONTEXT

The Payroll Accountant has full access to both the payroll and human resources modules in the District's financial software. Additionally, the Payroll Accountant is responsible for inputting pay rates into the system for approved employee rate changes and extra duties. The District does not have a formal review process of the input to ensure it is free from error and is authorized. Furthermore, the District does not perform any review of payroll disbursements after the Payroll Accountant processes payroll.

RECOMMENDATION

It is recommended that the payroll and human resources functions are segregated in the District's software or compensating controls are put into place to detect errors or unauthorized changes to pay. In addition, it is recommended that the District have a second person review all payroll disbursements for accuracy.

VIEWS OF RESPONSIBLE OFFICIALS

See Corrective Action Plan.



## WILSON ELEMENTARY SCHOOL DISTRICT NO.7

3025 E. Fillmore Street • Phoenix, Arizona 85008  
Phone (602) 681-2200 • Fax: (602-275-7517)

Antonio A. Sanchez, Superintendent

December 17, 2020

To Whom It May Concern:

The accompanying Corrective Action Plan has been prepared as required by U.S. Office of Management and Budget Uniform Guidance. The name of the contact person responsible for corrective action, the planned corrective action, and the anticipated completion date for each finding included in the current year's Schedule of Findings and Questioned Costs have been provided.

In addition, we have also prepared the accompanying Summary Schedule of Prior Audit Findings which includes the status of audit findings reported in the prior year's audit.

Sincerely,

Beth Strickler  
Director of Business Services and Technology



**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2020-001

Contact Person: Beth Strickler, Director of Business Services and Technology

➤ **The District's bank accounts were not reconciled on a timely basis throughout the year.**

Anticipated Completion Date: October 31, 2020

Planned Corrective Action:

- The Budget Accounting Specialist will complete the reconciliation by the fifteenth (15<sup>th</sup>) of the following month.
  - Receive an email from Desert Financial Credit Union that the month-end bank statement is available for download.
    - The bank statement will be electronically saved to the appropriate shared network folder.
  - Obtain the detailed records of deposits and disbursements.
  - Compare the canceled checks to the detailed records to ensure that the number, date, payee, and amounts are in agreement.
    - Canceled checks, via online access, will be examined for alterations, authorized signers, and irregular endorsements.
  - Document any outstanding checks.
  - Compare the date and amount of each deposit shown on the bank statement to the detailed records and to the evidence of deposit provided by Desert Financial Credit Union.
  - Document all deposits made after the bank statement date and not included in the balance shown on the bank statement.
  - Differences noted in canceled checks and deposits will be resolved before reconciliation is finalized.
  - Record any bank charges and interest indicated on the bank statement in the detailed records.
  - Compute the month-end adjusted bank balance:
    - ADD Deposits made after statement date
    - SUBTRACT Outstanding Checks
    - ADD or SUBTRACT Any item disputed and resolved as a bank error
    - EQUALS Month-end reconciled balance
  - Compare the month-end adjusted bank balance to the adjusted balance in the detailed records.
  - Sign and date the reconciliation.
  - Submit the reconciliation to the Director of Business Services & Technology for review.
- The Director of Business Services & Technology will review the reconciliation for accuracy, affixing signature and date when complete, and returning the reconciliation packet to the Budget Accounting Specialist for filing.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2020-001

Contact Person: Beth Strickler, Director of Business Services and Technology

➤ **Cash reconciliations to the County Treasurer's records were not performed on a timely basis throughout the year.**

Anticipated Completion Date: November 30, 2020 for October 2020 Reconciliation

Planned Corrective Action:

- Monthly, as soon as the reconciliation report has been issued by Maricopa County School Office, the Director of Business Services & Technology generates and/or prints the following required reports to assist with the reconciliation process:
  - MCTO School Cash Balance Summary and Object Code Summary.
    - Infinite Visions All Funds Cash Report, Daily Revenue, and All Funds Revenue Report
    - Equalization Assistance (APOR 64-1)
    - MCSO Reconciliation Report
  - The information from each report is entered on the appropriate report (Revenue Reconciling or Pooled Fund Cash Reconciliation) in the appropriate column. Any discrepancy is noted, researched immediately and if necessary, the appropriate correction is completed.
- Training will begin with the Budget Accounting Specialist to complete the January 2021 reconciliation for final review by the Director of Business Services & Technology.

➤ **The District does not have an approval process in place for initiating wire transfers/ACH payments. This process was subsequently implemented by the District.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- A tiered login structure has been implemented with Desert Financial Credit Union
  - Admin (Superintendent and Director of Business Services & Technology)
    - Manage users and roles
    - Allowed to authorize transfers; Add cross account transfers
      - If initiated by either admin, the other admin will be notified via email to authorize the transaction.
    - View account activity, balances and download eDocuments (statements)
  - General User
    - View account activity, balances and download eDocuments (statements)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7**  
**CORRECTIVE ACTION PLAN**  
**YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2020-001

Contact Person: Beth Strickler, Director of Business Services and Technology

➤ **Two District employees shared login credentials to the online banking system. This was subsequently corrected by the District.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- A tiered login structure has been implemented with Desert Financial Credit Union.
  - Admin (Superintendent and Director of Business Services & Technology)
    - Manage users and roles
    - Allowed to authorize transfers; Add cross account transfers
      - If initiated by either admin, the other admin will be notified via email to authorize the transaction.
    - View account activity, balances and download eDocuments (statements)
  - General User (Budget Accounting Specialist)
    - View account activity, balances and download eDocuments (statements)
- A separate user account and login has been established for the following:
  - Director of Business Services and Technology
  - Superintendent
  - Budget Accounting Specialist

➤ **The District improperly recorded a transaction to the general ledger which understated cash. Additionally, deposits with others was overstated and revenue understated.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- Errors of this types can be corrected during the monthly reconciliation process.
- Monthly, as soon as the reconciliation report has been issued by Maricopa County School Office, the Director of Business Services & Technology generates and/or prints the following required reports to assist with the reconciliation process:
  - MCTO School Cash Balance Summary and Object Code Summary
    - Infinite Visions All Funds Cash Report, Daily Revenue, and All Funds Revenue Report
    - Equalization Assistance (APOR 64-1)
    - MCSO Reconciliation Report
  - The information from each report is entered on the appropriate report (Revenue Reconciling or Pooled Fund Cash Reconciliation) in the appropriate column. Any discrepancy is noted, researched immediately and if necessary, the appropriate correction is completed.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2020-002

Contact Person: Beth Strickler, Director of Business Services and Technology

- **The District did not allocate equalization and property taxes in alignment with their budget in the current year and prior years resulting in audit adjustments including a restatement.**

Anticipated Completion Date: November 30, 2020 for October 2020 Reconciliation

Planned Corrective Action:

- Errors of this types can be corrected during the monthly reconciliation process.
- Monthly, as soon as the reconciliation report has been issued by Maricopa County School Office, the Director of Business Services & Technology generates and/or prints the following required reports to assist with the reconciliation process:
  - MCTO School Cash Balance Summary and Object Code Summary
    - Infinite Visions All Funds Cash Report, Daily Revenue, and All Funds Revenue Report
    - Equalization Assistance (APOR 64-1)
    - MCSO Reconciliation Report
  - The information from each report is entered on the appropriate report (Revenue Reconciling or Pooled Fund Cash Reconciliation) in the appropriate column. Any discrepancy is noted, researched immediately and if necessary, the appropriate correction is completed.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2020-003

Contact Person: Beth Strickler, Director of Business Services and Technology

- **The Payroll Accountant has full access to both the payroll and human resources modules in the District's financial software. Additionally, the Payroll Accountant is responsible for inputting pay rates into the system for approved employee rate changes and extra duties. The District does not have a formal review process of the input to ensure it is free from error and is authorized. Furthermore, the District does not perform any review of payroll disbursement after the Payroll Accountant processes payroll.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- User security was updated for two (2) employees disallowing them to skip an approver.
- The Director of Human Resources will initiate the e-PAR.
- The Director of Business Services & Technology will verify the availability of funding and the use of the most appropriate account code and will approve, revise or reject.
- The Superintendent will approve the e-PAR, based on the board approved transaction.
- The Payroll Accountant will enter the information from the e-PAR into Infinite Visions and will approve the e-PAR **AFTER** the changes have been made.
- The Director of Business Services & Technology will be the final approver of ALL ePARs, verifying the information has been updated.
- For new hires and transfers/terminations, the Technology Supervisor will be added to the approval process (without viewing access of salary amounts, if possible) to set-up/deactivate/change the employee email/server rights.
- Following the e-PAR process for terminations/transfers, the Director of Business Services & Technology will adjust Infinite Visions user access accordingly.
- The Director of Business Services & Technology will print the IVEE Security Change Log on the 1st of each month.
- Utilizing the following reports, payroll disbursements are reviewed by the Director of Business Services & Technology the day payroll process is finalized, selecting one (1) employee, printing the Pay History report for the specific employee for the specific payroll and verifying the salary reported is accurate.
  - Payroll Distribution Report
  - Payroll Voucher
- Utilizing the following reports, deduction totals are verified by the Director of Business Services & Technology the day payroll process is finalized.
  - Deductions Register Summary
  - Check Listing
- When deduction checks are delivered, the Director of Business Services & Technology verifies the check total matches the amount reported on the Check Listing report.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2020**

**Status of Findings Related to Financial Statements Reported in Accordance with  
Government Auditing Standards**

Finding Number: FS-2019-001

Status: Not corrected. See current year finding FS-2020-001.

Contact Person: Beth Strickler, Director of Business Service and Technology

Repeat finding has occurred due to high levels of turnover in key positions.

➤ **The District's bank accounts were not reconciled on a timely basis throughout the year.**

Anticipated Completion Date: October 31, 2020

Planned Corrective Action:

- The Budget Accounting Specialist will complete the reconciliation by the fifteenth (15<sup>th</sup>) of the following month.
  - Receive an email from Desert Financial Credit Union that the month-end bank statement is available for download.
    - The bank statement will be electronically saved to the appropriate shared network folder.
  - Obtain the detailed records of deposits and disbursements.
  - Compare the canceled checks to the detailed records to ensure that the number, date, payee, and amounts are in agreement.
    - Canceled checks, via online access, will be examined for alterations, authorized signers, and irregular endorsements.
  - Document any outstanding checks.
  - Compare the date and amount of each deposit shown on the bank statement to the detailed records and to the evidence of deposit provided by Desert Financial Credit Union.
  - Document all deposits made after the bank statement date and not included in the balance shown on the bank statement.
  - Differences noted in canceled checks and deposits will be resolved before reconciliation is finalized.
  - Record any bank charges and interest indicated on the bank statement in the detailed records.
  - Compute the month-end adjusted bank balance:
    - ADD Deposits made after statement date
    - SUBTRACT Outstanding Checks
    - ADD or SUBTRACT Any item disputed and resolved as a bank error
    - EQUALS Month-end reconciled balance
  - Compare the month-end adjusted bank balance to the adjusted balance in the detailed records.
  - Sign and date the reconciliation.
  - Submit the reconciliation to the Director of Business Services & Technology for review.
- The Director of Business Services & Technology will review the reconciliation for accuracy, affixing signature and date when complete, and returning the reconciliation packet to the Budget Accounting Specialist for filing.

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2019-001

Status: Not corrected. See current year finding FS-2020-001.

Contact Person: Beth Strickler, Director of Business Services and Technology

➤ **Cash reconciliations to the County Treasurer's records were not performed on a timely basis throughout the year.**

Anticipated Completion Date: November 30, 2020 for October 2020 Reconciliation

Planned Corrective Action:

- Monthly, as soon as the reconciliation report has been issued by Maricopa County School Office, the Director of Business Services & Technology generates and/or prints the following required reports to assist with the reconciliation process:
  - MCTO School Cash Balance Summary and Object Code Summary.
    - Infinite Visions All Funds Cash Report, Daily Revenue, and All Funds Revenue Report
    - Equalization Assistance (APOR 64-1)
    - MCSO Reconciliation Report
  - The information from each report is entered on the appropriate report (Revenue Reconciling or Pooled Fund Cash Reconciliation) in the appropriate column. Any discrepancy is noted, researched immediately and if necessary, the appropriate correction is completed.
- Training will begin with the Budget Accounting Specialist to complete the January 2021 reconciliation for final review by the Director of Business Services & Technology.

➤ **The District does not have an approval process in place for initiating wire transfers/ACH payments. This process was subsequently implemented by the District.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- A tiered login structure has been implemented with Desert Financial Credit Union
  - Admin (Superintendent and Director of Business Services & Technology)
    - Manage users and roles
    - Allowed to authorize transfers; Add cross account transfers
      - If initiated by either admin, the other admin will be notified via email to authorize the transaction.
    - View account activity, balances and download eDocuments (statements)
  - General User
    - View account activity, balances and download eDocuments (statements)

**WILSON ELEMENTARY SCHOOL DISTRICT NO. 7  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2020**

**Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards***

Finding Number: FS-2019-001

Status: Not corrected. See current year finding FS-2020-001.

Contact Person: Beth Strickler, Director of Business Services and Technology

➤ **Two District employees shared login credentials to the online banking system. This was subsequently corrected by the District.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- A tiered login structure has been implemented with Desert Financial Credit Union/
  - Admin (Superintendent and Director of Business Services & Technology)
    - Manage users and roles
    - Allowed to authorize transfers; Add cross account transfers
      - If initiated by either admin, the other admin will be notified via email to authorize the transaction.
    - View account activity, balances and download eDocuments (statements)
  - General User (Budget Accounting Specialist)
    - View account activity, balances and download eDocuments (statements)
- A separate user account and login has been established for the following:
  - Director of Business Services and Technology
  - Superintendent
  - Budget Accounting Specialist

➤ **The District improperly recorded a transaction to the general ledger which understated cash. Additionally, deposits with others was overstated and revenue understated.**

Anticipated Completion Date: November 30, 2020

Planned Corrective Action:

- Errors of this types can be corrected during the monthly reconciliation process.
- Monthly, as soon as the reconciliation report has been issued by Maricopa County School Office, the Director of Business Services & Technology generates and/or prints the following required reports to assist with the reconciliation process:
  - MCTO School Cash Balance Summary and Object Code Summary
    - Infinite Visions All Funds Cash Report, Daily Revenue, and All Funds Revenue Report
    - Equalization Assistance (APOR 64-1)
    - MCSO Reconciliation Report

The information from each report is entered on the appropriate report (Revenue Reconciling or Pooled Fund Cash Reconciliation) in the appropriate column. Any discrepancy is noted, researched immediately and if necessary, the appropriate correction is completed.



**Wilson Elementary School District**  
**Uniform System of Financial Records Compliance Questionnaire**  
**For Fiscal Year Ended June 30, 2020**

## Instructions

Arizona Revised Statutes (A.R.S.) §15-271 requires the Auditor General's Office to inform any school district failing to establish and maintain the requirements prescribed by the *Uniform System of Financial Records for Arizona School Districts* (USFR) that it has 90 days to correct the cited deficiencies. To assist the Auditor General's Office in determining whether a district has attained an acceptable degree of compliance with the requirements of the USFR, the audit firm must complete this USFR Compliance Questionnaire (CQ).

In addition, A.R.S. §§15-213(F) and 15-914(G) require districts to have a systematic review of their purchasing practices and average daily membership (ADM), respectively, performed in conjunction with their annual or biennial financial audit to determine whether the District is in compliance with the applicable procurement and student attendance laws and rules of the State of Arizona. The Procurement and Student attendance reporting questions included in the USFR CQ help districts meet these requirements.

The USFR prescribes the minimum internal control policies and procedures to be used by Arizona school districts for accounting, financial reporting, budgeting, attendance reporting, and various other compliance requirements. Audit Firms must gain an understanding of the District's internal controls and obtain appropriate audit evidence to complete the USFR CQ in accordance with the requirements prescribed below. The Auditor General's Office may reject those CQs not meeting the minimum requirements.

- Sufficient, appropriate evidence must be obtained annually for each question to satisfactorily determine whether the District has implemented procedures to comply with the USFR. The evidence must be included in the audit documentation to support the comments. If the evidence was obtained and documented during the financial statement audit, that evidence may be referenced to answer related questions. Click the “tooltip” next to the CQ question to get more information about USFR requirements and review procedures that must be considered to address the question's objective.
- Evidence may be obtained through test work, observation, examination, and client assertion. However, client assertion alone is not adequate evidence to support “Yes” answers on the CQ. Sufficient evidence of approval includes signatures or initials and dates.
- Population size should be considered in determining the number of items to test, and the items selected should be representative of the population. Also, additional instructions in the Credit cards, Procurement, and Student attendance reporting sections prescribe minimum sample sizes that must be used for specific questions. Population and sample sizes used for test work should be entered in the fields provided next to the related question.
- The number of items tested must be sufficient to determine whether a deficiency was the result of an isolated incident or a recurring problem. Therefore, testing 1 transaction, record, or item is not sufficient.
- The sample size should be expanded if the Audit Firm cannot clearly determine whether the District complied with the USFR on that question.
- For questions related to the establishment of policies and procedures, the Audit Firm must gain an understanding of the District's internal controls and perform sufficient test work to determine that the procedures were implemented, followed, and systematically communicated to employees.
- For Governing board/management procedures question 4, the Audit Firm should confirm management's appropriate action to resolve all allegations of theft, fraud, or misuse of District monies or assets by either examining copies of the incident reports or communicating with the agency involved in investigating the allegations. The Audit Firm should also consider if the District's internal controls failed to prevent or detect the theft, fraud, or misuse and include a deficiency in the USFR compliance area where the control failed.
  - If the Audit Firm determines that District management was aware of allegations but did not appropriately resolve them in a timely manner (e.g., no action was taken; actions were not documented; actions were delayed, inadequate, or inappropriate to the circumstances), the Audit Firm should answer the question “No.” This includes instances where an external investigation is underway for allegations but District Management did not request the investigation, was not fully cooperating with the investigators, or was not otherwise attempting to resolve the allegations.
  - If the Audit Firm determines that District management was not aware of any allegations (based on inquiry, review of Governing Board minutes, search of local media coverage, and results of audit test work), the question should be answered “N/A.”
  - If the Audit Firm finds evidence of theft, fraud, or misuse of District assets but does not find evidence that District management was aware of the possible theft, fraud, or misuse, the Audit Firm should report the incident to the Auditor General's Office, and answer this question “N/A.”
- A “Yes” answer indicates that the Audit Firm has determined that the District appears in compliance with the USFR on that question and a “No” answer indicates the District does not comply. However, the final determination of compliance on each question, as well as overall compliance with the USFR, is made by the Auditor General's Office based on the evidence presented in the questionnaire, audit reports, the audit documentation, and any other sources of information available.
- The Audit Firm must adequately explain all “No” answers in the comment box below the question. Deficiencies must be described in sufficient detail to enable the Auditor General's Office to determine the nature and significance of the deficiency for: (a) assessing compliance with the USFR, (b) appropriately describing the deficiency in a report, and (c) testing compliance during a status review. The

description should include the number of items tested and the number of exceptions noted, or dollar amount of the error, and any other relevant information that would provide context for the deficiency.

- The Audit Firm must adequately explain all “N/A” answers in the comment box below the question, unless the reason for the N/A is obvious.
- Cash and revenues questions apply to all the District's cash and revenue, including food service, auxiliary operations, extracurricular activities fees tax credit, and student activities receipts and bank accounts. Comments for “No” answers to these questions should indicate the type of receipt or bank account to which the deficiency applies.
- The questions in the CQ do not address all requirements of the USFR. If the Audit Firm is aware of noncompliance with a requirement of the USFR that is not addressed in the CQ, including the School District Procurement Rules and the Arizona Department of Education’s (ADE) membership and attendance guidelines, the Audit Firm should include the compliance findings in its reports issued in accordance with *Governmental Auditing Standards and Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, as applicable.

The Audit Firm must make the resulting audit documentation supporting the Audit Firm's answers on the CQ available on request for the Auditor General's Office and the ADE’s review. To facilitate this review, the Audit Firm should include in the audit documentation a copy of the CQ with references to the audit procedures performed for each question.

As required by A.R.S. §§15-914(D), Audit Firms must submit the completed USFR CQ with the audit reporting package to the Auditor General’s Office and the District’s county school superintendent’s office, and ADE Grants Management, as applicable. Once the Audit Firm has completed, reviewed, and signed the CQ, it must submit it electronically to the Auditor General’s Office by following the instructions at the end of the CQ. Audit Firms should print the file to PDF to create the CQ document to distribute to the District, the county school superintendent’s office, and ADE Grants Management.

## Governing board/management procedures

**Objective: To determine whether the governing board and District management have established and implemented certain procedures as required by statute.**

1. The District held governing board meetings in accordance with [A.R.S. §§38-431 to 38-431.09](#), and prepared and retained written minutes and/or recordings.

Yes

2. The District annually provided guidance to all governing board members and employees on what constitutes a substantial interest and that the conflict-of-interest statutes apply to all District governing board members and employees. [A.R.S. §38-502](#) and [A.R.S. §38-509](#)

Yes

3. The District annually obtained conflict-of-interest (COI) forms that adequately allowed governing board members and employees to fully disclose a conflict of interest in any contract, sale, purchase, or service, and prior to accepting the forms, management reviewed the information to ensure governing board members and employees properly completed the form and sufficiently disclosed the required information. [A.R.S. §38-502](#)

Yes

4. The District maintained, for public inspection, a special file with all documents necessary to memorialize all conflict-of-interest disclosures. [A.R.S. §38-509](#) Yes

5. Employees or governing board members with reported conflicts, except as provided in [A.R.S. §15-323](#), refrained from voting upon or otherwise participating in any manner in that purchase. [A.R.S. §38-502\(11\)](#) and [A.R.S. §38-503\(B\)](#) Yes

6. The District's management notified the Auditor General's Office and appropriately resolved all allegations of theft, fraud, or misuse of District monies and assets in a timely manner. Yes

A former employee took several blank checks from the District and wrote three checks to themselves, totaling \$5,000. The District terminated the former employee, cancelled the remaining missing checks, and reported the fraud to the Office of the Auditor General.

7. The governing board established written personnel and payroll policies and approved employee contracts that included salary and wage schedules, and any other agreed-upon terms of employment. Yes

8. The governing board annually appointed a student activities treasurer and, if applicable, assistant student activities treasurers. [A.R.S. §15-1122](#) Yes

9. The governing board received monthly Student Activities Fund Reports of Cash Receipts, Disbursements, Transfers, and Cash Balances that were accurately prepared. [A.R.S. §15-1123](#) Yes

10. The governing board obtained voter approval to construct buildings and purchase or lease school sites, unless otherwise exempted by [A.R.S. §15-342\(25\)](#). N/A

No such expenditures.

## Budgeting

**Objective: To determine whether the District's budget preparation processes ensure that the District properly allocates the monies it receives, stays within those budgets, and accurately informs the public about the use of those monies.**

1. The budget included all funds as required by [A.R.S. §15-905](#) and followed the form's [Budget Submission and Publication Instructions](#).

Yes ▼

2. Total budgeted expenditures on the adopted budget for the Maintenance and Operation (M&O) and Unrestricted Capital Outlay Funds (UCO) were less than or equal to the budgeted amounts on the published proposed budget. [A.R.S. §15-905\(E\)](#)

Yes ▼

3. Total budgeted expenditures on the adopted budget for the M&O Fund and UCO Fund were within the general budget limit and the total budgeted expenditures. If not, and ADE notified the District, the District followed the requirements of [A.R.S. §15-905\(E\)](#).

No ▼

Total budgeted expenditures for the M&O Fund and UCO Fund were not within the general budget limit per the cover of the adopted budget. The District did not complete a December budget revision after receiving notice that the unrestricted capital budget was in excess of the general budget limit by one percent.

4. The District completed its revised expenditure budget before May 15 and filed it electronically with the county school superintendent (CSS) and the Superintendent of Public Instruction by May 18. [A.R.S. §15-905\(I\)](#)

No ▼

The District submitted the final revised budget to the CSS on June 25, which met the extended deadline of June 30.

5. The District reduced the budget by the prior year's overexpenditure (or a portion of the prior year's overexpenditure, as approved by the Superintendent of Public Instruction) or the District committed to correcting its prior year's data. [A.R.S. §15-905\(M\)](#) and [A.R.S. §15-915](#)

N/A ▼

The District did not over expend its budget in the prior fiscal year.

## Accounting records

**Objective: To determine whether the District accurately maintains accounting records to provide support for financial information.**

**Test work should indicate the procedures performed to document what processes and controls the District has in place to reduce the risk of undiscovered errors that would affect the reliability of information reported to the public and oversight agencies, such as tracing detailed source documents to the District's trial balance that agree to the financial statements.**

1. The District coded transactions in accordance with the [USFR Chart of Accounts](#).

No ▼

In the fiscal year, the following errors were noted:

- For nine of 74 disbursements reviewed, the District did not code expenditures in accordance with the USFR Chart of Accounts.
- The District's debt service payments recorded during FY20 were performed in error. Interest payments were recorded as interest on investments, creating \$158,927 of negative revenues. The principal retirement payment was recorded as other long term debt proceeds, creating \$420,000 of negative revenues.
- The District improperly recorded a transaction to the general ledger which understated cash by \$39,498. Additionally, deposits with others was overstated and revenue understated.
- For several years, the District has carried forward an unsubstantiated state receivable and fund balance in the amount of approximately \$20,000.
- The District erroneously recorded E-rate related expenditures to Funds 001 and 610 throughout the year, rather than Fund 374.
- The District did not allocate equalization and property taxes in alignment with their budget in the current year and prior years, resulting in audit adjustments, including a restatement.
- The District erroneously recorded \$20,000 of revenues that did not exist in Fund 493.

2. The District separated responsibilities to initiate, approve, and record journal entries and transfers so that 1 individual did not have complete authority over a transaction.

Yes ▼

3. The District sequentially numbered journal entries, and retained supporting documentation and evidence the journal entry was signed, dated, and approved by someone other than the preparer.

Yes ▼

Population

212

Sample

15

4. The District transferred monies only between funds listed in the [USFR §III Chart of Accounts–Authorized Transfers](#).

Yes ▼

5. The District documented and dated a monthly review of financial transactions the CSS initiated (i.e., revenue or journal entries) for propriety and researched and resolved any differences.

No ▼

The District does not have a process to review transactions initiated by the CSS, resulting in errors in the general ledger.

6. The District reconciled cash balances by fund monthly with the CSS or county treasurer's records, and properly supported, documented, and dated the reconciliations.

No ▼

The District did not reconcile cash balances with the CSS timely throughout the year.

7. The District reconciled revenues, expenditures, expenses, and cash balances (as applicable) by fund, program, function, and object code at least at fiscal year-end with the CSS or county treasurer's records, and the reconciliation was reviewed and properly supported.

No ▼

The District does not have a process to review transactions initiated by the CSS. In addition, the District did not reconcile cash balances with the CSS timely throughout the year.

8. The District prepared reports that reconciled sales to cash collected at student activities events.

Yes ▼

## Cash and revenue

**Objective: To determine whether the District maintained controls over cash transactions to safeguard monies, protect employees involved in handling monies from accusations of misuse, and reduce the risk of theft or loss. Test work for cash and revenue should document how the processes work, employees involved in those processes, and how the processes were verified.**

1. The District closed any bank accounts that were inactive or not authorized by statute.

Yes ▼

2. The District used an M&O Fund revolving bank account in accordance with [A.R.S. §15-1101](#).

Yes ▼

3. The District used miscellaneous receipts clearing bank account(s) in accordance with [A.R.S. §15-341\(A\)\(20\)](#).

No ▼

Miscellaneous receipts clearing bank account monies were not remitted to the County Treasurer at least monthly.

4. The District used a Food Service Fund clearing bank account(s) in accordance with Arizona Attorney General Opinion I60-35. No

Food Service Fund clearing bank account monies were not remitted to the County Treasurer at least monthly. The District's Governing Board did not approve the closure of the Food Service Clearing bank account.

5. The District used a Food Service Fund revolving bank account in accordance with [A.R.S. §15-1154](#). N/A

No account.

6. The District used an Auxiliary Operations Fund bank account in accordance with [A.R.S. §15-1126](#). N/A

No account.

7. The Auxiliary Operations Fund bank or treasurer account deposits included all monies raised in connection with the activities of school bookstores and athletics and were supported by appropriate documentation. [A.R.S. §15-1126](#) Yes

Population  Sample

8. The extracurricular activities fees tax credit monies were included in the Auxiliary Operations Fund and/or separately accounted for in a Extracurricular Activities Fees Tax Credit Fund. Yes

9. The District used the Auxiliary Operations Fund revolving bank account(s) in accordance with [A.R.S. §15-1126](#). N/A

No account.

10. The District used the Student Activities Fund bank account(s) in accordance with [A.R.S. §15-1122](#). Yes

11. The Student Activities Fund monies were deposited in a bank or treasurer account designated as the Student Activities Fund account.

Yes

12. The Student Activities Fund deposits were properly supported and included only student clubs' and organizations' monies that were raised through the efforts of students with the approval of the governing board.

Yes

Population

85

Sample

5

13. The District used the Student Activities Fund revolving bank account in accordance with [A.R.S. §15-1124](#).

N/A

No account.

14. The District used the federal payroll tax withholdings bank account in accordance with USFR page VI-H-6.

Yes

15. The District used the State income tax withholdings bank account in accordance with [A.R.S. §15-1222](#).

Yes

16. The District used the employee insurance programs withholdings bank account(s) in accordance with [A.R.S. §15-1223](#).

Yes

17. The District used the payroll direct deposits clearing bank account in accordance with [A.R.S. §15-1221](#).

Yes



18. The District used the electronic payments clearing bank account in accordance with [A.R.S. §15-1221](#).

N/A

No account.

19. The District used the grants and gifts to teachers bank account in accordance with [A.R.S. §15-1224](#).

N/A

No account.

20. The District used the principals' supplies bank account(s) in accordance with [A.R.S. §15-354](#).

N/A

No account.

21. The use of debit cards was prohibited as a payment method associated with any District bank account.

Yes

22. The District paid bank charges from only the M&O Fund revolving bank account, Food Service Fund revolving bank account, Auxiliary Operations Fund bank account, and Auxiliary Operations Fund revolving bank account(s) or, if not, the bank charges were reimbursed from an appropriate District fund or bank account.

Yes

23. The District separated responsibilities for cash-handling and recordkeeping among employees (i.e., receiving, depositing, and recording revenues), to safeguard monies.

No

Two District employees shared login credentials to the online banking system. Additionally, there were no electronic controls in place over scheduling of bank account transfers. This has been subsequently corrected by the District.

24. The District adequately supported deposits with issued receipts, cash receipt summary reports, mail logs, etc., and reconciled sales to amounts collected with summary reports or ticket logs.

No

For one of five miscellaneous cash receipts reviewed, the deposit was not supported by receipts or a collection report. In addition, for four of five extracurricular activities fees tax credit cash receipts reviewed, the payment was not receipted. Finally, for one of five auxiliary operations cash receipts reviewed, the deposit was not supported by receipts or a collection report.

Sample

20

25. The District's deposits were made in a timely manner and supported by deposit slips or other deposit transmittal supporting documentation.

No ▼

For one of five miscellaneous cash receipts reviewed, the deposit was not made timely. In addition, for one of five extracurricular activities fees tax credit cash receipts reviewed, the deposit was not made timely. Finally, for one of five auxiliary operations cash receipts reviewed, it could not be determined if a deposit was made timely due to lack of documentation.

Sample

20

26. The District's deposits and cash balances with the county treasurer were reconciled.

Yes ▼

27. The District retained supporting documentation for disbursements from bank accounts.

N/A ▼

No disbursements made from bank accounts in the fiscal year.

Sample

0

28. The District safeguarded unused checks.

Yes ▼

29. The District safeguarded signature stamps, signature plates, and electronic or digital signatures used for approving accounting transactions, checks, and other District documents to ensure that access was limited to only the employee whose signature they represented.

N/A ▼

No signature stamps, signature plates, electronic signatures, or digital signatures.

30. All District bank accounts were reconciled monthly by an employee not involved with cash handling or issuing checks, or reconciliations were reviewed, signed, and dated by an employee independent of the cash-handling process.

No ▼

Bank reconciliations were not performed timely throughout the year.

31. The District tracked and reconciled the number of meals sold to the total cash collected per day.

Yes ▼

## Supplies inventory

**Objective: To determine whether the District has controls in place to help physically safeguard and report inventories to prevent theft, overstocking, understocking, spoilage, and obsolescence.**

1. The District physically safeguarded supply inventories to prevent unauthorized use, theft, damage, and obsolescence and enable accurate financial reporting.

N/A ▼

No supplies inventory.

## Property control

**Objective: To determine whether the District has effective controls to safeguard property from theft and misuse since significant resources are invested in acquiring and maintaining District property. Test work should be completed on a sample basis annually and documented to ensure that land, buildings, and equipment are properly valued, classified, and reported on the stewardship and capital assets lists.**

1. The District maintained a capital assets list that included all required information listed in the USFR for all land, land improvements, buildings, building improvements, and equipment with costs that exceed the District's adopted capitalization threshold. USFR page VI-E-3

Yes ▼

The District maintained its capital asset listing in its financial reporting software, Visions.

2. The District had security controls in place to help prevent theft, loss, unauthorized use, or damage to District property.

Yes ▼

3. The District recorded additions on the capital assets list and reconciled capitalized acquisitions to capital expenditures at least annually.

No ▼

The District capitalized a roof replacement of \$130,378 in error. Rather, it should have been expensed.

4. The District's stewardship list for items costing at least \$1,000 but less than the District's capitalization threshold included the location, identification number, and description, and was updated for any acquisition, transfer, or disposal.

Determined the District's stewardship listing was not updated annually for acquisitions, transfers, and disposals. The District maintained its stewardship listing in its financial reporting software, Visions.

5. The District properly tagged assets and updated asset lists.

For all five stewardship items selected from the premises, the items could not be found on the listing. In addition, for three of five stewardship items selected from the listing, the items were found at the premises, but did not have corresponding tag numbers.

6. The District reconciled the current year's June 30 capital assets list to the previous year's June 30 list.

7. The District performed a physical inventory of all equipment at least every 3 years and reconciled the inventory results to the stewardship and capital assets lists upon completion.

A physical inventory has not been taken in the last 3 years.

Data Entry

8. The governing board approved stewardship and capital asset items disposed of during the fiscal year, and the assets were removed from the corresponding list and disposed of in accordance with Arizona Administrative Code (A.A.C.) R7-2-1131(C).

No assets disposed of in the fiscal year.

Data Entry

## Expenditures

**Objective: To determine whether the District has effective controls for expenditures in place to ensure expenditures are for an allowable District purpose. Test work should document processes and controls that demonstrate expenditure transactions are properly approved, are for an amount within budget capacity or available cash, and protect employees from allegations of misuse.**

1. The District separated responsibilities for expenditure processing among employees (i.e., voucher preparation, recordkeeping, and authorization).

Yes

2. The District monitored budget capacity in budget-controlled funds and cash balances in cash-controlled funds before approving purchase orders (PO) and authorizing expenditures, except as authorized in [A.R.S. §15-207](#), [A.R.S. §15-304](#), [A.R.S. §15-907](#), and [A.R.S. §15-916](#).

No

The Community School Fund, a cash controlled fund, had a deficit cash balance of \$2,479 at year end. However, sufficient receivables existed to cover the deficit.

3. The District's expenditures were made only for allowable District purposes, properly satisfied the specific purposes required for any restricted monies spent, and were adequately supported by documentation required by the USFR.

No

For 10 of 74 disbursements reviewed, the receiving reports lacked receiving dates. Therefore, it could not be determined whether goods and services were received prior to payment. For one of 74 disbursements reviewed, goods or services were received after payment.

Sample

74

4. The District's extracurricular activities fees tax credit monies were expended only for eligible activities that qualified under [A.R.S. §43-1089.01](#) and [A.R.S. §15-342\(24\)](#).

Yes

Population

22

Sample

5

5. The District's Student Activities Fund disbursements and transfers of monies among student clubs were issued only when cash was available in the student club account and properly authorized by or on behalf of the student members of a particular club and documented in the club minutes.

No

For one of five student activities disbursements reviewed, the purchase was made prior to the club board's approval.

6. The District's invoices were periodically compared to awarded contracts, including cooperative contracts, to verify billing amounts were correct and the contract terms and conditions were being met.

Yes

7. The District prepared an Advice of Encumbrance for levy funds with the list of liabilities for goods or services received but not paid for by June 30, including payroll, and filed it with the CSS by July 18. [A.R.S. §15-906](#) (Districts authorized by [A.R.S. §15-914.01](#) to participate in the Accounting Responsibility Program should perform the duties as described in [A.R.S. §15-304](#).)

8. The District properly prepared the Career Technical Education District (CTED) Supplanting worksheet and adequately supported that monies received from a CTED were used only for vocational education and to supplement, rather than supplant, the District's base year vocational education spending. [A.R.S. §15-393](#)

9. The District retained fully executed copies of each intergovernmental agreement (IGA) and payments for services were made or received, as applicable. [A.R.S. §11-952](#)

## Travel

**Objective: To determine whether the District implemented effective controls to ensure employees were traveling for District purposes and appropriately compensated.**

1. The District's travel expenditures (lodging, meals, and incidentals) and mileage reimbursements were for District purposes and reimbursed within the maximum reimbursement amounts established by the Director of Arizona Department of Administration. Amounts were reimbursed or reported as a taxable employee benefit if no overnight stay or no substantial sleep/rest occurred, in accordance with governing board prescribed policies and procedures.

Population

Sample

## Credit cards and p-cards

**Objective: To determine whether the District has implemented effective controls over credit card and purchasing card (p-card) purchases to help reduce the risk of misuse and unapproved or fraudulent transactions.**

1. The District used credit cards.

Yes ▼

Data Entry

2 credit cards, 6 store

2. The District used p-cards.

N/A ▼

No p-cards.

Data Entry

0

3. The District ensured different employees were responsible for issuing cards; requesting, authorizing, and executing purchases; and payment processing.

Yes ▼

4. The District issued and tracked possession of all District credit cards and trained employees who make credit card purchases or process transactions on the District's policies and procedures.

No ▼

For all five credit card transactions reviewed, the District did not retain a signed card user agreement.

5. The District recovered cards immediately from terminated employees.

N/A ▼

No terminated employees in possession of District card in the fiscal year.

6. The District's management periodically reviewed purchases for unauthorized vendors and purchases over approved limits and/or purchases that circumvent the procurement rules and District policies.

Yes ▼

7. The District ensured someone other than a card user reconciled credit card and p-card supporting documentation and billing statements.

Yes ▼

8. The District's card purchases were only for authorized District purposes, within the dollar limits authorized for the employee, and supported by valid receipts or transaction logs that clearly identify the employee making the purchase.

9. The District paid credit card and p-card statements before the due date to avoid finance charges and late fees.

## Procurement

**Objective: To determine whether the District followed the School District Procurement Rules and USFR purchasing guidelines to promote fair and open competition among vendors that helps ensure the District is getting the best value for the public monies it spends.**

1. The District obtained at least 3 written quotes for purchases costing at least \$10,000, but less than \$100,000 and followed the guidelines prescribed by the USFR.

Population

Sample

2. The District properly procured expenditures that individually or cumulatively totaled over \$100,000.

3. The District maintained a list of prospective bidders. R7-2-1023

4. The District issued solicitations for invitation for bids (IFB) or request for proposals (RFP) during the fiscal year.



5. The District published and, as applicable, provided other adequate notice of the issuance of solicitations. R7-2-1022, R7-2-1024(C), or R7-2-1042(C)

Yes

Population

2

Sample

2

Data Entry

0 IFBs, 2 RFPs

6. The District issued solicitations at least 14 days before the time and date set for bid opening or the closing date and time for receipt of bids or proposals. R7-2-1024(A) or R7-2-1042(B)

Yes

7. The District included all required content in the solicitation, as applicable. R7-2-1024(B) or R7-2-1042(A)

Yes

8. The District recorded the time and date that sealed bids or proposals were received and stored bids or proposals unopened until the time and date set for opening. R7-2-1029 or R7-2-1045

Yes

9. If the District awarded multiple contracts, it established and followed procedures for the use and award of multiple contracts. R7-2-1031(D) and R7-2-1050(C)

N/A

No multiple awards.

10. The District awarded contracts according to R7-2-1031, R7-2-1032, R7-2-1046(A)(1), or R7-2-1050 and retained documentation to support the award(s).

Yes

11. If the District procured construction projects that used construction-manager-at-risk, design-build, or job-order-contracting to procure construction services, it complied with the requirements of R7-2-1100 through R7-2-1115.

N/A

No such procurements.

12. The District's procurement files contained signed procurement disclosure statements for all employees with job responsibilities related to each procurement and for all nonemployee consultants or technical advisors involved in each procurement process. R7-2-1008(C) and R7-2-1015

No ▼

For one of two sealed procurements reviewed, the District did not have a signed conflict of interest procurement disclosure for an employee with job responsibilities related to procurement.

13. The District's procurement files included applicable written determinations as required throughout the procurement rules.

Yes ▼

14. The District followed [A.R.S. §15-213](#), and R7-2-1093 for the use of multi-term contracts.

Yes ▼

15. The District followed R7-2-1117 through R7-2-1123 for contracts for specified professional services.

N/A ▼

No such contracts.

16. The District's procurement files included the required information, as applicable. R7-2-1001(96)

Yes ▼

17. The District provided training and guidance related to restrictions on soliciting, accepting, or agreeing to accept any personal gift or benefit with a value of \$300 or more. [A.R.S. §15-213\(N\)](#) and R7-2-1003 (Effective for all procurements July 1, 2020 and thereafter.)

N/A ▼

Requirement not effective for this audit.

18. The District used only school district purchasing cooperatives contracts from cooperatives it was a member of or used only lead district contracts that it was listed as a member of in the solicitation or ensured its additional purchases would not have materially increased the volume stated in the original solicitation. R7-2-1191 through R7-2-1195

Yes ▼

19. The District performed due diligence to support the use of each cooperative or lead district contract the District made purchases from during the audit period.

No 

Due diligence was not performed on one purchase made through the State Contract cooperative.

Population

43

Sample

10

Data Entry

Mohave, TCPN/Omni

20. The District prepared written determinations for any specified professional services, construction, construction services, or materials purchased through a school purchasing cooperative, including how the determination to use the contract was made. R7-2-1004

No 

For one of 10 procurement files reviewed, the District did not provide a written determination of how the use of the contract was made.

21. The District, when acting as a lead district in a procurement, followed the procurement procedures required for competitive sealed bidding or competitive sealed proposals, as applicable, and considered the total estimated volume of purchases for all public procurement units identified in the solicitation. R7-2-1011

N/A 

District did not act as lead.

Population

0

Sample

0

Data Entry

N/A

22. For all emergency procurements, the District retained a written statement documenting the basis for the emergency, the selection of the particular contractor, and why the price paid was reasonable, and this statement was signed by the individual authorized to initiate emergency procurements. R7-2-1055 and R7-2-1056

N/A 

No emergency procurements.

23. The District's governing board approved all sole-source procurements before any purchases were made, and the written determinations were retained in the procurement files. R7-2-1053

Yes 

24. For any purchase of services from governing board members or goods or services from District employees, regardless of the expenditure amount, the District followed the School District Procurement Rules, except as authorized by [A.R.S. §15-323](#).

N/A 

No such purchases.

25. The District followed the School District Procurement Rules for purchases of any supplies, materials, and equipment from governing board members if the purchase exceeded \$100,000, or followed the guidelines for written quotes if below the threshold. [A.R.S. §38-503](#)

No such purchases.

26. For purchases the District made from General Services Administration (GSA) schedules 70-IT and 84-Law Enforcement, the governing board first authorized the contracts in writing. [A.R.S. §15-213\(K\)](#) and R7-2-1196(C)

No such purchases.

## Classroom site fund

**Objective: To determine whether the District appropriately spent these State sales tax revenues for teacher pay and programs to support students, such as class size reduction, dropout prevention, and tutoring, as allowed by law.**

1. The District's total Classroom Site Fund (CSF) revenues were properly allocated among the following funds: 011–Base Salary (20%), 012–Performance Pay (40%), and 013–Other (40%), and expenditures in the CSFs (011-013) were within the CSF budget limit. [A.R.S. §15-977](#)

2. For Fund 011, expenditures were only for teacher base salary increases, employment-related expenses, and registered warrant expense.

3. For Fund 012, expenditures were made only in accordance with the governing-board-adopted, performance-based teacher compensation system, including employment-related expenses and registered warrant expense.

4. For Fund 013, expenditures were only for class size reduction, teacher compensation increases, assessment-intervention programs, teacher development, dropout-prevention programs, teacher liability insurance premiums, and registered warrant expense, and not used for school-sponsored athletics.

5. The District's teacher base salary increases (Fund 011), performance-based teacher compensation increases (Fund 012), and monies spent from Fund 013 for teacher compensation increases were paid only to employees possessing a teaching certificate and employed to provide instruction related to the District's educational mission. Arizona Attorney General Opinion I13-005

Yes 

6. The District's CSF revenues and expenditures were recorded in the separate CSFs (011-013) throughout the fiscal year rather than only at year-end.

Yes 

7. The District's CSF monies were used to supplement, rather than supplant, existing funding from all other sources. (See [USFR Memorandum No. 194](#))

Yes 

8. The District's budget balances remaining at year-end in any of the 3 CSFs (011-013) were carried forward in the same funds to ensure that the restrictions placed on the original allocation of revenues was applied in future years.

Yes 

## Payroll

**Objective: To determine whether the District has implemented effective controls to reduce the risks associated with payroll expenditures by documenting evidence of review, verification, and approval to ensure employees are appropriately compensated.**

1. The District's payroll-processing responsibilities (i.e., adding new employees, adjusting pay, payroll preparation, payroll authorization, and warrant distribution) were separated among employees.

No 

The District's payroll-processing responsibilities, including adjusting pay and payroll preparation and authorization, were not adequately separated among employees.

2. The District established a delayed payroll system for hourly employees that did not delay payments more than 7 business days during its normal 2-week payroll processing cycle and allowed adequate time for payroll adjustments to be made, if needed, between the end of the pay period and the payment date.

Yes 

3. The District required employees' contracts or personnel/payroll action forms to document the employees' election for prorated compensation.

N/A ▼

The District does not prorate pay for hourly employees.

4. The District ensured any adjustments to pay for employees who received prorated wage payments during the year were based on each employee's official rate of pay.

N/A ▼

The District does not prorate pay for hourly employees.

Population

0

Sample

0

5. The District ensured hourly employees were not paid for more than the actual hours worked to date.

Yes ▼

Population

79

Sample

31

6. The District's individual personnel files included all appropriate supporting documentation, as listed on USFR pages VI-H-2 through 4.

No ▼

For one of five employee personnel files reviewed, the employee was not fingerprinted; however, the Fingerprint Certification Form was on file. The employee's fingerprint has since been sent in by the District. For all five of the employee personnel files reviewed, the Fingerprint Certification Forms were not notarized.

7. The District ensured that valid fingerprint clearance cards were on file for all required personnel and a method to identify employees whose cards were going to expire was in place. [A.R.S. §15-512](#), [A.R.S. §15-342](#), and [A.R.S. §41-1750](#)

Yes ▼

Except as noted above.

8. The District enrolled employees who met the ASRS membership criteria, withheld employee contributions, and in a timely manner remitted employee and District contributions in accordance with the ASRS Employer Manual.

Yes ▼

9. The District accurately calculated and in a timely manner remitted the alternative contribution rate payments to ASRS for all applicable positions filled by ASRS retirees. [ASRS Alternate Contribution Rate](#) Yes ▼

10. The District calculated the accrual and use of vacation, sick leave, and compensatory time for all employees in accordance with District accrual rates for specified years of service, maximum amounts to be accrued, and disposition of accrued time upon separation of employment. Yes ▼

11. Attendance records were prepared for each pay period for each employee subject to the Fair Labor Standards Act (FLSA) and were approved by the employee and the employee's supervisor. No ▼

During school-wide closures due to the pandemic (March 2020 through June 2020), hourly employees that worked from home did not complete a timecard.

12. The District's payroll was properly reviewed and approved before processing and distribution to employees. No ▼

The District does not perform any review of payrolls after the Payroll Accountant processes payroll.

## Financial reporting

**Objective: To determine whether the District properly prepared its financial reports, including its Annual Financial Report (AFR), for the audit year to provide legislative and oversight bodies, investors and creditors, and the public a transparent view of the District's financial position operational results.**

1. Budgeted expenditures reported on the AFR agreed with the District's most recently revised adopted expenditure budget. Yes ▼

2. The District reported revenue and expenditure amounts on the AFR that agreed with the District's accounting records and applicable supporting documentation. Yes ▼

3. The District prepared the AFR and AFR summary (if one was prepared) with all information as required by [A.R.S. §15-905](#), and followed the [AFR Review, Submission, and Publication Instructions](#), and [A.R.S. §15-904](#). Yes

4. The District properly prepared the Food Service page of the AFR and reported expenditures from the M&O Fund 001 and Capital Fund 610 that agreed with the District's accounting records. Yes

5. Detailed source documents were traceable to the District's trial balance that was used to prepare the financial statements. Yes

6. The District's website included its average teacher salary and a copy of or a link to the District's page from the most recent Auditor General's District Spending Report. [A.R.S. §15-905](#) and [A.R.S. §41-1279.03](#) Yes

7. The District submitted the School District Employee Report (SDER) to ADE, and it was accurate and timely. [A.R.S. §15-941](#) Yes

## Student attendance reporting

**Objective: To determine whether the District has implemented effective controls to reported accurate student membership and attendance information to ADE to reduce the risk that the District received an inappropriate amount of State aid and/or local property taxes.**

1. The District's calendar ensured school was in session for the required days and offered students the required instructional hours per grade level, including Arizona Online Instruction (AOI) Programs as prescribed in [A.R.S. §15-808\(J\)\(1\)](#), [A.R.S. §15-901\(A\)\(1\)](#), and [A.R.S. §15-901.07](#). Yes



2. If the District had an early (pre-) kindergarten program, the District calculated and submitted membership information for early (pre-) kindergarten students' attendance records for this program only for students with disabilities. [A.R.S. §15-901\(A\)\(1\)\(a\)\(i\)](#) and [USFR Memorandum No. 175](#)

Yes ▼

Sample

3

3. The District appropriately tracked and reported student membership and absences. [A.R.S. §15-901](#)

No ▼

For one of 13 partial day attendance records reviewed, the District did not properly report absences, resulting in an overstatement of 0.50 absence.

Population

1085

Sample

13

Data Entry

13 EJH, 0 HS

4. The District prorated high school students' membership if enrolled in less than 4 subjects.

N/A ▼

No high school.

Sample

0

5. The District was a CTED or CTED member. [A.R.S. §15-808](#)

N/A ▼

Not a CTED or CTED member.

6. The District had an AOI program. [A.R.S. §15-808](#)

N/A ▼

No AOI program.

7. For students enrolled in a program provided by a CTED in a facility the District owned or operated (satellite programs), the District reported the actual enrollment for only the District classes the student was enrolled in at the District's school (excluding CTED program classes) under the District's CTDS number.

N/A ▼

Population

0

Sample

0

8. For students enrolled in a program the CTED provided in a facility the District owned or operated (satellite programs), the District calculated student absences in accordance with ADE's methods based on the number of District classes the student was enrolled in and attended at the District's school. (excluding CTED satellite program classes)

9. For CTED satellite programs, the CTED reported actual student enrollment data for only the CTED program classes the student was enrolled in at that member district's satellite location (excluding school district classes). [A.R.S. §15-393\(Q\)](#)

Sample

10. For CTEDs that meet for at least 150 minutes (not including any breaks) per class period on a CTED central campus, the CTED reported the membership as 0.75. [A.R.S. §15-393\(Q\)](#)

Sample

11. For students enrolled in both District and in CTED central program courses, the sum of the ADM was no more than 1.75 and the amount claimed by either entity was no more than 1.0. [A.R.S. §15-393\(Q\)](#)

Sample

12. The District maintained appropriate documentation and accurately reported students enrolled in its AOI program, including redetermining the actual full time equivalent (FTE) for each student enrolled in an AOI Program following a student's withdrawal or after the end of the school year. [A.R.S. §15-808](#)

Sample

13. The District ensured the student's name in the student management system matched the name on the legal document on file. [A.R.S. §15-828\(D\)](#).

Sample

14. The entry date in the computerized attendance system agreed to the entry form and was entered into the attendance system within 5 working days after the actual date of the student's enrollment.

For one of 10 entries reviewed, the District did not document when the entry was input into the computerized system. Therefore, it was unable to be determined if it was within 5 working days after actual entry. In addition, for three of 10 entries reviewed, the date in the computerized attendance system did not agree to the entry form.

Population

Sample

15. The student membership begins on the first day of actual attendance or, for continuing/pre-enrolled students, the first day that classroom instruction was offered, provided that the students actually attend within the first 10 days of school.

16. The District obtained and maintained verifiable documentation of Arizona residency for enrolled students, including students in its AOI program. [A.R.S. §15-802\(B\)\(1\)](#) and ADE's Arizona Residency Documentation Guidelines

17. The District reported student withdrawal dates to ADE and maintained documentation that supported the date of data entry.

Population

Sample

18. The District prepared and retained the Official Notice of Pupil Withdrawal form for each withdrawal, and the forms were signed by a District administrator. [A.R.S. §15-827](#)

19. The District counted students withdrawn for having 10 consecutive unexcused absences in membership only through the last day of actual attendance or excused absence. [A.R.S.§15-901\(A\)\(1\)](#) No

For one of six students withdrawn for having 10 consecutive unexcused absences, the withdrawal date was not the last day of actual attendance or excused absence.

Population

6

Sample

6

20. The District uploaded membership and absence information to ADE that agreed to the District's computerized system records for the first 100 days of school. [A.R.S.§15-901](#) Yes

21. If students were admitted who were nonresidents of Arizona, the District excluded the student from the District's student count and State aid calculations and charged tuition as applicable. [A.R.S. §15-823\(G\) and \(L\)](#) N/A

No such students.

## Information technology

**Objective: To determine whether the District adopted an information technology (IT) security framework that aligned with credible industry standards and implemented controls that provide reasonable assurance that its data was accurate and reliable and protected from unintended exposure and consequences. Test work should determine that the District adopted a framework and controls were operating to protect District and student data.**

1. The District maintained adequate separation of duties in its IT systems that prevented 1 employee from completing a transaction without additional review and approval procedures. No

The District did not always adequately limit access in the financial reporting software, Visions, based on the needs of an individual's job function in order to prevent unauthorized access to critical systems.

2. The District reviewed and documented any system or software changes implemented. Yes

3. The District assessed security risks for unauthorized access to the District's systems, network, and data, including through email, internet use, VPN, wireless access, and mobile devices, and provided employees security awareness training at least annually to prevent, identify, and report suspected security risks and threats. Yes

4. The District removed terminated or transferred employees' or vendors' access immediately from all systems.

Yes ▼

5. The District's system software and hardware was physically protected from unauthorized access, theft, and environmental hazards.

Yes ▼

6. The District scheduled and performed backup-control procedures for all critical systems at least annually to ensure uninterrupted operations and minimal loss of data.

Yes ▼

7. The District routinely completed software and application updates and patches when they became available.

Yes ▼

8. The District had vendor contracts or data-sharing agreements in place with 3rd parties accessing or hosting District data that addressed controls to support security and processing integrity, and backup procedures if applicable, before data was accessed/shared.

Yes ▼

9. The District ensured changes to data in business (i.e., employee information, pay rates) and IT (i.e., user roles, access rights) systems were approved by an authorized individual prior to processing changes.

Yes ▼

10. The District enforced data security policies that required strong network passwords that aligned with credible industry standards, such as strong password requirements, screen locks, repeated failed sign-on attempt lockouts, and prohibited sharing of user IDs and passwords.

Yes ▼

11. The District's IT systems generated electronic audit trail reports or change logs with information about the electronic transaction that the District reviewed or analyzed regularly to determine transactions' propriety.

Yes ▼

12. The District monitored and reviewed IT system-generated incident or error reports to identify security threats or other unusual activity and addressed the instances.

Yes ▼

13. The District had a recovery or contingency planning documents in place to restore or resume system services in case of disruption or failure that were reviewed and tested at least annually.

Yes ▼

## Transportation support

**Objective: To determine whether the District has implemented effective controls for its transportation program to ensure it properly reports its transportation miles and student riders to ADE, which helps to ensure the District receives the appropriate amount of State aid.**

1. The District accurately calculated and maintained documentation for miles reported on the Transportation Route Report submitted to ADE. [A.R.S. §15-922](#)

Yes ▼

2. The transported students reported as eligible on the Transportation Route Report met the definition in [A.R.S. §15-901\(A\)\(8\)](#).

No ▼

For contracted out students, the District did not utilize the 25-day period to determine eligible students as outlined in Transportation Guideline SF-0002 and instead used the 100th day. In addition, the District's eligible student count reported on the TRAN 55-1 did not agree to the supporting documentation by four riders.

## Records management

**Objective: To determine whether the District has implemented effective controls to properly protect and maintain its records, including student and employee data, and that its records were disposed of securely and in accordance with established time frames.**

1. The District established and followed policies and procedures to properly protect, maintain, and dispose of personally identifiable information and confidential records, such as student and employee information and social security numbers. [www.azlibrary.gov/records](http://www.azlibrary.gov/records)

Yes ▼

## General long-term debt

**Objective: To determine whether the District is following the laws related to bonds to ensure voters are informed and the District complies with the bond covenants.**

1. The District calculated and issued debt in accordance with Arizona Revised Statutes and the Arizona Constitution. [A.R.S. §15-1021](#)

N/A ▼

No bonds issued during the year.

2. The District did not expend bond proceeds for items with useful lives less than the average life of the bonds issued or 5 years. [A.R.S. §15-1021\(E\)](#)

N/A ▼

The District did not expend bond proceeds during the fiscal year.

3. If outstanding bonded indebtedness and a balance remained in the Bond Building Fund after the acquisition or construction of facilities for which the bonds were issued, the governing board transferred the remaining balance to the Debt Service Fund. Otherwise, if the District had no outstanding bonded indebtedness and a balance remained in the Bond Building Fund after the acquisition or construction of facilities for which the bonds were issued, the governing board used the remaining balance to reduce taxes. [A.R.S. §15-1024\(B\)](#)

N/A ▼

Bond Building Fund still active.

4. The District credited interest or other money earned from investing bond proceeds to the Debt Service Fund unless the voters authorized the interest to be credited to the Bond Building Fund or federal laws or rules require the interest to be used for capital expenditures. [A.R.S. §15-1024\(C\)](#)

Yes ▼

**Preparer (AUDIT FIRM Representative)**

**Title**

**Date**

Eric S. Taylor, CPA, CGFM

Partner

12/17/2020

# Assistant Principal



Reports to: Principal                      Contract Terms:  
Classification: Certified                      Job Site:  
FSLA Status: Exempt  
Supervisory Responsibilities: Students and Staff

## Job Summary

The rewards of being a school administrator are immeasurable. At Wilson Elementary School District, the Assistant Principal deals with the issues of school management, student activities and services, community relations, personnel, and curriculum instruction. They coordinate with principals and board members to assist in defining and enforcing school policies and guidelines for students, staff, and faculty. As the Assistant Principal you will find success and accomplishment in this amazing role, impacting a quality education for every student every day!

---

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assists in the planning, development, organization, coordination, and supervision of instructional programs and activities; interprets and implements the District approved curriculum program in light of individual school needs.
- Assists in providing leadership to the professional staff in determining objectives and identifying school needs as the basis for developing long and short range plans for the school.
- Assists the principal in the overall administration of the school and assumes leadership of the school in the absence of the principal.
- Assists in the supervision of student enrollment, records, attendance, and health requirements.
- Develops plans for emergency situations, in cooperation with staff and public safety agencies.
- Maintains a commitment to ongoing growth in self and others, supporting and participating in district and site professional growth programs.
- Relates to students with mutual respect while carrying out a positive and effective discipline policy.
- Supervises the reporting and monitoring of student attendance, with follow-up student/parent contact where necessary.
- Has knowledge of local policies, state and federal laws relating to minors.
- Performs other related duties as needed.

|  |   |
|--|---|
| <b>MINIMUM EDUCATION AND/OR EXPERIENCE:</b>  | <b>PREFERRED EDUCATION AND/OR EXPERIENCE:</b>   |
| <ul style="list-style-type: none"><li>• Current teaching certificate</li><li>• Current Administrative certificate</li><li>• Minimum of three years teaching experience</li><li>• Master's degree in Educational Leader</li></ul> | <ul style="list-style-type: none"><li>• Instructional coaching experience</li><li>• Use or understanding of Adult Learning Theory</li><li>• School Administrator experience</li><li>• Bilingual/Spanish</li></ul> |



## KNOWLEDGE, SKILLS AND ABILITIES:

### Knowledge of:

- School finance
- Best practices in teaching and learning
- Change theory
- Adult learning models and implementation
- Management Systems
- Implementation Strategies

### Skilled in:

- Building relationships with students, faculty members, families and external partners.
- Active listening
- Group facilitation
- Understanding of the foundations and principles of instructional coaching
- Making data driven decisions
- Utilizing a variety of frameworks, platforms, and technology tools to enhance productivity and maintain appropriate records

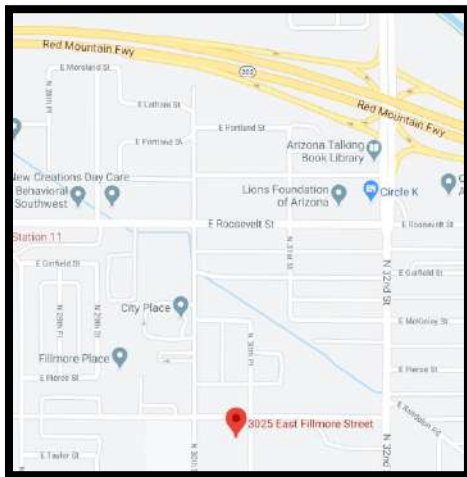
### Core Competencies:

■ Concern for Order    ■ Analytical Thinking    ■ Communication    ■ Accountability



At Wilson School District, we believe that education should be shaped by a sense of purpose. We are dedicated to the total personal development of each student in our district. We believe that the ultimate goal in education should be to prepare a stable, yet adaptive student for a world of rapid change. Our instruction will maintain flexibility in adapting to this ever-changing society. Working together with parents and community, we will strive to develop each student's intellectual, physical, moral, emotional, aesthetic, creative, and social growth so that the student may become a useful and responsible member of home, community, and society while leading a personally rewarding life.

Every member of our Wilson family—from our top leadership team to our bus drivers, our nutrition team to our nurses, and our teachers to our technology gurus—is shaping the lives of our students every day. It's not just our work; it is our passion!



## WHAT YOU'LL LOVE ABOUT US

Our two-school community offers a close-knit feel.

We offer job-embedded professional development as well as a variety of career pathways.

We have an exciting STEM program with amazing community partners.

There's always something to do or see in the Phoenix area. Whether you enjoy watching sports, touring a museum, or hiking and playing outdoors, you'll find plenty of enjoyable activities to keep you busy

## NOTICES

The statements in this job description describe the essential function and requirements as assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. Job descriptions are subject to change. Employees must be able to pass a pre-employment drug test and extensive fingerprint and background check. Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, gender identity gender expression, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons. NUSD is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact the district office at (602) 683-2200 at least 3 days in advance.

## PHYSICAL DEMANDS & WORK ENVIRONMENT:

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. The employee must use hands, arms and fingers to input data, handle, feel or reach; employee may occasionally push or lift up to 50 lbs. such as boxes, supplies, etc. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

# Grants Coordinator



|                                  |   |   |
|----------------------------------|---|---|
| <b>Reports to:</b>               | <b>Director of Business Services and Technology</b> |   |
| <b>Classification:</b>           | <b>Classified</b>                                   | <b>Job Site: District Office</b>          |
| <b>FSLA Status:</b>              | <b>Full-time, Non-Exempt position</b>               | <b>Supervisory Responsibilities: None</b> |
| <b>Governing Board Approval:</b> | <b>Pending</b>                                      |   |

## JOB SUMMARY

At Wilson School District, we believe that education should be shaped by a sense of purpose. The job of Grants Coordinator coordinates and oversees all district grants as well as seek and apply for new grants, including, but not limited to, the identification of potential new funding sources, development of funding resources for existing and proposed programs and/or services, writing grants, developing budgets, collaborating on grant applications with various District departments/schools, community organizations, and processing, monitoring and coordinating required report evaluations on existing grants.

---

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Monitors the financial management of grants (e.g., budget preparation, budget adjustments, expenditures, etc.) for the purpose of complying with all program and funding guidelines of awarding organizations.
- Collaborates with internal and external personnel (e.g., Board, district administrators, principals, teachers, auditors, public agencies, community members, etc.) for the purpose of implementing and/or maintaining services and programs.
- Research topics required to manage assignments (e.g., relevant policies, new federal and state statutes, staffing requirements, financial resources, education and school finance law, etc.) for the purpose of developing new programs/services, ensuring compliance with regulatory requirements, securing general information and/or responding to requests.
- Oversees the planning, implementation, evaluation, and on-going monitoring of grants, and school improvement action plans (IAPs) within established time frames, coordinate departmental services with and in compliance with related requirements.
- Facilitates meetings, workshops, seminars, etc. (e.g., personnel actions, financial procedures, regulatory requirements, actions involving outside agencies, inter-district needs, departmental action plan, parent involvement/ education, etc.) for the purpose of identifying issues, developing recommendations, supporting other staff, and serving as a District representative.
- Manages a wide variety of grant related programs for the purpose of ensuring district compliance with established guidelines.
- Prepares a wide variety of materials (e.g., grants, Local Education Agency Improvement Action Plan (IAP) ESSA plan, MOWR plans, grant budgets, funding requests, reports, analyses, recommendations, procedures, etc.) for the purpose of documenting activities and issues, meeting compliance requirements, providing audit references, making presentations, and/or providing supporting materials for requested actions.
- Presents a wide variety of topics related to administrative responsibilities (e.g., financial information, grant writing, grant administration, LEA IAP, ESSA, MOWR plans, overviews of programs/services, policies, and procedures, etc.) for the purpose of providing general information, training others, implementing actions, etc.
- Collaborates with a variety of parties (e.g., district personnel, community organizations, etc.) for the purpose of securing funding to maintain and enhance services and/or programs.
- Coordinates all grant processes (e.g., writing, evaluations, budget, finance, reports, etc.) for the purpose of ensuring compliance with the district and funder guidelines.
- Develops forms, processes, procedures, and policies for the purpose of implementing a consistent grant application methodology.
- Develops grant applications and related documents (e.g., required reports, budgets, specific inquiries, etc.) for the purpose of submitting to the appropriate funding agency.

- Evaluates degree of match between listed grant priority area and system needs for the purpose of matching needs with funding sources.
- Monitors proposals and funding application requirements (e.g., presentation, content, delivery method and labeling, deadlines, eligibility for grant, etc.) for the purpose of utilizing time and resources to maximize successful awarding of grant funds.
- Participates in meetings, workshops, and seminars for the purpose of conveying and/or gathering information required to perform functions.
- Presents concepts, status, and information to a variety of groups (e.g., funding requests, grant applications, identifying underfunded services, etc.) for the purpose of gaining the required administrative and board approvals, providing progress reports to administration and funding sources and/or advising other staff of potential funding sources.
- Presents grant workshops for the purpose of increasing district staff skills in obtaining funds.
- Researches grant opportunities (e.g., facility improvements, curriculum development, administrative needs, etc.) for the purpose of developing additional funding resources for both current and proposed services, programs and administrative operations as well as serving as a clearinghouse for potential grant funding opportunities.
- Follows District policies, procedures, and directives in a timely and appropriate manner.
- Perform such other tasks as may be assigned.

|   |   |
|---|---|
| <p><b>MINIMUM EDUCATION AND/OR EXPERIENCE:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's Degree</li> <li>• A minimum of 2 years of experience in grant or proposal writing</li> </ul> | <p><b>PREFERRED EDUCATION AND/OR EXPERIENCE:</b></p> <ul style="list-style-type: none"> <li>• Preferred Bachelor's Degree</li> <li>• Two (2) years of experience in grant or proposal writing</li> <li>• Must possess a valid Arizona IVP Fingerprint Clearance card</li> </ul> |
|---|---|

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:**

- Basic activities pertaining to the daily functions of the Business Services Department
- Knowledge of pertinent laws, codes, policies and/or regulations pertaining to grant program planning, financial management, and compliance.
- Knowledge in programs and resources that support student achievement and teacher effectiveness in public school.

**Skilled in:**

- Maintaining accurate, efficient record keeping processes
- Mathematical and analytical thinking
- Critical thinking and problem-solving
- Excellent written and verbal communication skills

**Ability to:**

- Work independently and prioritize from a variety of tasks
- Adapt to changing technology and utilize available tools and resources
- Promote a harmonious working environment

**Core Competencies:**

Accountability
  Teamwork
  Attention to Detail
  Flexibility



At Wilson School District, we believe that education should be shaped by a sense of purpose. We are dedicated to the total personal development of each student in our district. We believe that the ultimate goal in education should be to prepare a stable, yet adaptive student for a world of rapid change. Our instruction will maintain flexibility in adapting to this ever-changing society. Working together with parents and community, we will strive to develop each student's intellectual, physical, moral, emotional, aesthetic, creative, and social growth so that the student may become a useful and responsible member of home, community, and society while leading a personally rewarding life.

Every member of our Wilson family—from our top leadership team to our bus drivers, our nutrition team to our nurses, and our teachers to our technology gurus—is shaping the lives of our students every day. It's not just our work; it is our passion!

We are a Pre-K through 8th grade school district in Phoenix, Arizona, established as the seventh school district organized in Maricopa County in 1879 and named for Mr. W. J. Wilson, a school board member. The district name was changed in the mid-1930's to Hawkins School. From Wilson to Hawkins to Ward to Skiff, the District was bought by Phoenix Sky Harbor International Airport and relocated to its current location in the early 1980's and named Wilson Primary and Wilson Elementary, opening on Martin Luther King Day in 1985. The district boundaries cover an area from Roosevelt Street to the north; the Salt River to the south; 40<sup>th</sup> Street to the east; and 16<sup>th</sup> Street to the west.

#### **WHAT YOU'LL LOVE ABOUT US:**

- Our two-school community offers a close-knit feel.
- We offer job-embedded professional development as well as a variety of career pathways.
- We have an exciting STEM program with amazing community partners.

There's always something to do or see in the Phoenix area. Whether you enjoy watching sports, touring a museum, or hiking and playing outdoors, you'll find plenty of enjoyable activities to keep you busy.

#### **NOTICES**

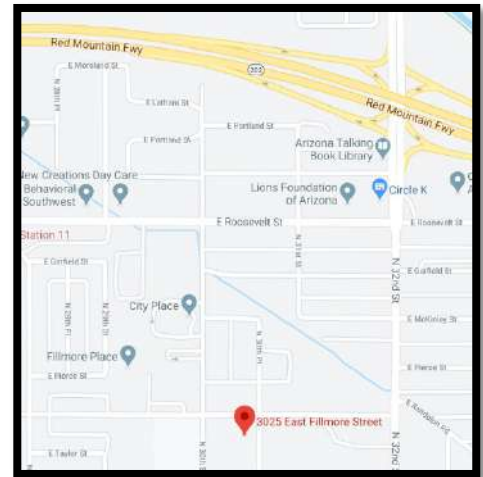
The statements in this job description describe the essential function and requirements as assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. Job descriptions are subject to change. Employees must be able to pass a pre-employment drug test and extensive fingerprint and background check. Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, gender identity gender expression, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons. WSD is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact Alex Dumas, Human Resources Director, at (602) 681-2204 at least 3 days in advance.

#### **PHYSICAL DEMANDS & WORK ENVIRONMENT:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. The employee must use hands, arms and fingers to input data, handle, feel or reach; employee may occasionally push or lift up to 50 lbs. such as boxes, supplies, etc. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus, close vision, distance vision, color vision, peripheral vision and depth perception.

The noise level in the work environment is moderate to loud and can vary in temperature. The nature of this position is fast-paced and may occasionally be thought of as stressful. Through interaction with the public and other district employees, the employee may encounter different scents.



## New Teacher Mentor



|                 |  |
|-----------------|--|
| Reports to:     | Director of Curriculum & Instruction         |
| Contract Terms: | 2-year grant funded position, \$5000 stipend |
| Classification: | Certified Job Site: Districtwide             |
| FSLA Status:    | Full time position                           |

### Job Summary

At Wilson School District, we believe that the mentor's overall role is to promote the growth and development of the beginning teacher to improve student learning, help orient new teachers to the school community and to teaching in general. Mentors also serve as collegial and emotional supports for this challenging phase of a teacher's career.

---

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provides an induction program for new teachers
- Builds relationships with new teachers for the purpose of establishing an environment of trust and collaboration.
- Models professionalism for the purpose of demonstrating expected behaviors and actions.
- Supports and counsels' new teachers.
- Support an atmosphere and attitude conducive to learning
- Collaborate with teachers on subject/grade level planning
- Support the improvement of pedagogical instructional strategies and classroom management practices
- Assist with lesson planning, model lessons, and support with classroom management
- Provide ongoing formative feedback of first year and new teacher performance (based on clearly defined teaching standards and expectations)
- Support and facilitate opportunities for new teachers to regularly observe or co-teach with skilled teachers
- Facilitate follow-up discussions of classroom observation results and co-teaching experiences
- Support the mentee on utilization of data to improve teaching
- Performs other mentor-related duties as requested by the supervisor

#### MINIMUM EDUCATION AND/OR EXPERIENCE:

- Bachelor of Arts degree
- Valid Arizona Teaching Certificate

#### PREFERRED EDUCATION AND/OR EXPERIENCE:

- Previous teaching experience
- Recognition as an exemplary classroom teacher
- Experience working effectively with linguistically and culturally diverse students

### KNOWLEDGE, SKILLS AND ABILITIES:

DRAFT

- Strong subject matter and/or grade-level appropriate knowledge
- Effective interpersonal communication
- Credibility with peers and administration
- Respect for multiple perspectives
- Maintains confidentiality
- Demonstrates commitment to personal and professional growth and learning through ongoing reflection
- Knowledge of adult learning and beginning teacher development

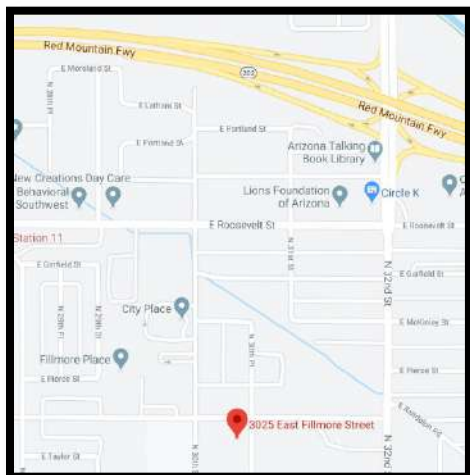
### Core Competencies:

■ Teamwork   ■ Analytical Thinking   ■ Developing Others   ■ Initiative and Persistence



At Wilson School District, we believe that education should be shaped by a sense of purpose. We are dedicated to the total personal development of each student in our district. We believe that the ultimate goal in education should be to prepare a stable, yet adaptive student for a world of rapid change. Our instruction will maintain flexibility in adapting to this ever-changing society. Working together with parents and community, we will strive to develop each student's intellectual, physical, moral, emotional, aesthetic, creative, and social growth so that the student may become a useful and responsible member of home, community, and society while leading a personally rewarding life.

Every member of our Wilson family—from our top leadership team to our bus drivers, our nutrition team to our nurses, and our teachers to our technology gurus—is shaping the lives of our students every day. It's not just our work; it is our passion!



### WHAT YOU'LL LOVE ABOUT US

Our two-school community offers a close-knit feel. We offer job-embedded professional development as well as a variety of career pathways. We have an exciting STEM program with amazing community partners.

There's always something to do or see in the Phoenix area. Whether you enjoy watching sports, touring a museum, or hiking and playing outdoors, you'll find plenty of enjoyable activities to keep you busy

### NOTICES

The statements in this job description describe the essential function and requirements as assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. Job descriptions are subject to change. Employees must be able to pass a pre-employment drug test and extensive fingerprint and background check.

DRAFT

Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, gender identity gender expression, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons. NUSD is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact the district office at (602) 683-2200 at least 3 days in advance.

**PHYSICAL DEMANDS & WORK ENVIRONMENT:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. The employee must use hands, arms and fingers to input data, handle, feel or reach; employee may occasionally push or lift up to 50 lbs. such as boxes, supplies, etc. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.



# Principal



|  |                |                 |
|--|----------------|-----------------|
| Reports to:                                      | Superintendent | Contract Terms: |
| Classification:                                  | Certified      | Job Site:       |
| FSLA Status:                                     | Exempt         |                 |
| Supervisory Responsibilities: Students and Staff |                |                 |

## Job Summary

The rewards of being a school administrator are immeasurable: At Wilson Elementary School District we believe the Principal is a passionate leader with a proven track record of improving student outcomes. A leader who is fiercely committed to creating a community of excellence and will have an impact on teachers and students and will find success and accomplishment in this amazing role, impacting a quality education for every student every day!

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Oversee job-embedded professional development and support to teachers and staff, including staff evaluations
- Provide leadership in the development and implementation of proper public relations in order to further community understanding and support of the school's programs.
- Maintain a close and constant relationship with the community and interpret the educational program to the citizens of the District
- Implements systems and administrative routines for critical operations to support instruction, emotional and physical safety of students and staff.
- Ensures vision and mission promotes high student achievement and college and career readiness
- Implements a system to formally and informally acknowledge and celebrate individual and team academic success
- Collect and analyze student data to support student achievement goals
- Collect and analyze teacher data to provide individualized support on teacher goals in accordance with the Leading Observation Instrument
- Write goals for teacher role, support educators in writing goals and Educator Goal Plans
- Oversee student needs analysis used to identify achievement strengths and high-priority areas for improving student learning
- Support instructional planning by leveraging research-based practices
- Assist with the development and implementation of district curriculum programs.
- Facilitate and provide support for Professional Learning Communities, members of the leadership team, and in Collaborative Team Meetings
- Be present at all board meetings
- Perform other duties as assigned

### MINIMUM EDUCATION AND/OR EXPERIENCE:

- Current teaching certificate
- Current Administrative certificate
- Administrative and teaching experience
- Master's degree in Educational Leader

### PREFERRED EDUCATION AND/OR EXPERIENCE:

- Extensive school teaching experience
- Endorsement or extensive course work in multiple content areas
- Instructional coaching experience
- Use or understanding of Adult Learning Theory
- School Administrator experience

## KNOWLEDGE, SKILLS AND ABILITIES:

### Knowledge of:

- School finance
- Current pedagogy and instructional best practices; emerging education research and best practices
- Best practices in teaching and learning
- Change theory
- Adult learning models and implementation
- Recruitment, Retention, and Succession planning
- Management Systems
- Implementation Strategies

### Skilled in:

- Locating and synthesizing best practices, emerging concepts, and new research in academia and education
- Building relationships with students, faculty members, families and external partners.
- Active listening
- Group facilitation
- Understanding of the foundations and principles of instructional coaching
- Making data driven decisions
- Organizing and planning instructional support based on individual needs and priorities
- Using data and technology to personalize learning for both adults and students.
- Utilizing a variety of frameworks, platforms, and technology tools to enhance productivity and maintain appropriate records

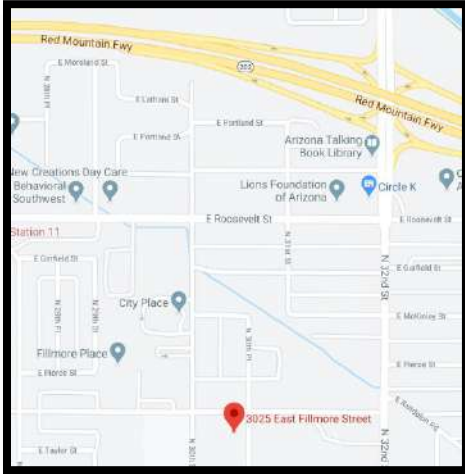
### Core Competencies:

■ Visionary    ■ Analytical Thinking    ■ High Expectations    ■ Accountability



At Wilson School District, we believe that education should be shaped by a sense of purpose. We are dedicated to the total personal development of each student in our district. We believe that the ultimate goal in education should be to prepare a stable, yet adaptive student for a world of rapid change. Our instruction will maintain flexibility in adapting to this ever-changing society. Working together with parents and community, we will strive to develop each student's intellectual, physical, moral, emotional, aesthetic, creative, and social growth so that the student may become a useful and responsible member of home, community, and society while leading a personally rewarding life.

Every member of our Wilson family—from our top leadership team to our bus drivers, our nutrition team to our nurses, and our teachers to our technology gurus—is shaping the lives of our students every day. It's not just our work; it is our passion!



## WHAT YOU'LL LOVE ABOUT US

Our two-school community offers a close-knit feel.

We offer job-embedded professional development as well as a variety of career pathways.

We have an exciting STEM program with amazing community partners.

There's always something to do or see in the Phoenix area. Whether you enjoy watching sports, touring a museum, or hiking and playing outdoors, you'll find plenty of enjoyable activities to keep you busy

## NOTICES

The statements in this job description describe the essential function and requirements as assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. Job descriptions are subject to change. Employees must be able to pass a pre-employment drug test and extensive fingerprint and background check. Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, gender identity gender expression, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons. NUSD is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact the district office at (602) 683-2200 at least 3 days in advance.

## PHYSICAL DEMANDS & WORK ENVIRONMENT:

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. The employee must use hands, arms and fingers to input data, handle, feel or reach; employee may occasionally push or lift up to 50 lbs. such as boxes, supplies, etc. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.