



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment"*

April 16, 2018

ADMINISTRATIVE HEARING,
SPECIAL MEETING AND WORKSHOP: 9:00 A.M.
OF THE
CITRUS COUNTY SCHOOL BOARD
APRIL 23, 2018

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

AGENDA:

ADMINISTRATIVE HEARING: 9:00 A.M.

SPECIAL MEETING

Opening Exercise

- I. ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT
- II. CITIZEN COMMENTS
- III. SCHOOL SUPPORT SERVICES, JONNY BISHOP
 - A. Human Resources, Suzy Swain
 - 1) Approve Instructional and Support Recommendations
 - 2) Approve Kathy Androwski, Coordinator of Educational Technology, effective July 1, 2018
 - 3) Approve Sean Furniss, Principal of Rock Crusher Elementary School, effective July 1, 2018
- IV. FINANCE, MIKE MULLEN
 - A. Approval of the Financial, Operational and Federal Single Audit Report of the Citrus County School District School Board for the fiscal year ended June 30, 2017
- V. ATTORNEY, LEGAL MATTERS
- VI. ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD
 - A. Letter from Christ Community Church
- VII. ADJOURNMENT



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment"*

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

April 16, 2018

ADMINISTRATIVE HEARING,
SPECIAL MEETING AND WORKSHOP: 9:00 A.M.
OF THE
CITRUS COUNTY SCHOOL BOARD
APRIL 23, 2018

AGENDA:

ADMINISTRATIVE HEARING: 9:00 A.M.

SPECIAL MEETING

Opening Exercise

- I. ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT
- II. CITIZEN COMMENTS
- III. SCHOOL SUPPORT SERVICES, JONNY BISHOP
 - A. Human Resources, Suzy Swain
 - 1) Approve Instructional and Support Recommendations
 - 2) Approve Kathy Androwski, Coordinator of Educational Technology, effective July 1, 2018
 - 3) Approve Sean Furniss, Principal of Rock Crusher Elementary School, effective July 1, 2018
- IV. FINANCE, MIKE MULLEN
 - A. Approval of the Financial, Operational and Federal Single Audit Report of the Citrus County School District School Board for the fiscal year ended June 30, 2017
- V. ATTORNEY, LEGAL MATTERS
- VI. ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD
 - A. Letter from Christ Community Church
- VII. ADJOURNMENT

1007 West Main Street • Inverness, Florida 34450-4625

TEL: (352) 726-1931

www.citrusschools.org

Equal Opportunity Employer

WORKSHOP

I. TOPICS:

- A. Renaissance Center/SRMI Annual Update
- B. Policy Review
- C. Health Insurance Update
- D. Transportation Security Administration Presentation
- E. Other Topics

II. ADJOURNMENT

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the Superintendent's Office at 726-1931, ext. 2206, prior to the date of the scheduled School Board Meeting.

**PERSONNEL INFORMATION
(INSTRUCTIONAL)
SCHOOL BOARD MEETING APRIL 23, 2018**

APPOINTMENTS FOR 2017-2018:

APPOINTMENTS FOR 2018-2019:

RECOMMENDATIONS FOR OUT-OF-FIELD TEACHERS 2017-2018:

Certification Area

Out-of-Field Assignment

LEAVE OF ABSENCE REQUESTS FOR 2017-2018:

LEAVE OF ABSENCE REQUESTS FOR 2018-2019:

Lindsey Cole-CHS-Teacher	(Parenthood)	08/02/18-05/31/19
Felica Corcoran-PGE-Teacher	(Parenthood)	08/02/18-10/30/18
Sarah Cunningham-HER-Teacher	(Personal)	08/02/18-05/31/19
Laura Gatling-CRM-Wright-Teacher	(Parenthood)	08/02/18-05/31/19
Melissa Haslett-CSE-Teacher	(Parenthood)	08/02/18-05/31/19
Megan Jones-Ed Services-TOSA	(Professional)	08/02/18-05/31/19
Katelyn Noyes-RCE-Teacher	(Parenthood)	08/02/18-05/31/19
Robin Powers-LPS-Teacher	(Parenthood)	08/02/18-05/31/19
Elisa Willis-CRE-Teacher	(Parenthood)	08/02/18-05/31/19

RESIGNATIONS FOR 2017-2018:

Daniel Farrar-LMS-Teacher	05/25/18
Shalay Jackson-SSC-School Social Worker	05/25/18
Laura Nash-CHS-Teacher	05/25/18
Carol Nicholas-AES-Teacher	05/25/18
Andrea Stapleton-CHS-Teacher	04/09/18

RESIGNATIONS FROM DROP 2017-2018:

RETIREMENTS FOR 2017-2018:

Michael Baize-LMS-Teacher	05/25/18
Nancy Simon-CRE-Principal	
06/29/18	

RETIREMENTS TO DROP 2017-2018:

SUPPLEMENTS (ATHLETIC AND OTHER) 2017-2018:

Citrus Springs Middle:
 Stacie Yule-Teacher-Intramural Cheerleading
 Kevin Towne-Teacher-Intramural Volleyball

SUSPENSIONS/TERMINATIONS 2017-2018:

LINE OF DUTY:

ADDITIONAL DAYS:

ADDITIONAL PERSONNEL FOR SUMMER SCHOOL 2018

Leia Swiggett-ELA Program Specialist	5 days
Becky Harris-Literacy Coach	1 day
Keith Crisp-Literacy Coach	1 day
Marie Wilber-Literacy Coach	1 day

**PERSONNEL INFORMATION
(SUPPORT)
SCHOOL BOARD MEETING APRIL 23, 2018**

APPOINTMENTS FOR 2017-2018:

Michele Wilson-CSE-Teacher Aide R

04/11/18

APPOINTMENTS FOR 2018-2019:

LEAVE OF ABSENCE REQUESTS FOR 2017-2018:

LEAVE OF ABSENCE REQUESTS FOR 2018-19:

Rachel Chirichella-RCE-Teacher Aide (Parenthood)

08/10/18-09/28/18

Alisha Schwegler-CRE-Paraprofessional (Parenthood)

08/13/18-05/30/19

RESIGNATIONS FOR 2017-2018:

Kimberly Palmer-ESE/DSC-Job Coach

04/17/18

RESIGNATIONS FROM DROP 2017-2018:

RETIREMENTS FOR 2017-2018:

RETIREMENTS TO DROP 2017-2018:

SUSPENSIONS/TERMINATIONS 2017-2018:

LINE OF DUTY:

ADDITIONAL DAYS:

ADDITIONAL PERSONNEL FOR SUMMER SCHOOL 2018



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment"*

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

April 16, 2018

Douglas A. Dodd, Chairman
Citrus County School Board
1007 West Main Street
Inverness, Florida 34450

Dear Mr. Dodd,

I am recommending to the School Board the appointment of Kathy Androski, Coordinator of Educational Technology, effective July 1, 2018.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Himmel".

Sandra Himmel
Superintendent

Kathy Androski

Objective To obtain the Director of Technology position within the Citrus County School System

Education **Master of Arts in Educational Leadership**
2003-2004 University of Central Florida Orlando, Florida
2000-2002 University of South Florida Tampa, Florida
Bachelor of Science in Special Education
1992-1994 University of South Florida Tampa, Florida
1990-1992 Central Florida Community College Ocala, Florida

Certification Educational Leadership (all levels)
Educational Media Specialist (Pre-kindergarten – Grade 12)
Emotionally Handicapped (Grades K-12)
Middle Grades Integrated Curriculum (5-9)
School Principal (All Levels)

Experience **Assistant Principal, Lecanto High School**
2015-present
Media and Digital Curriculum Specialist, Citrus Springs Middle School
2014-present
Civics 7th grade Teacher, Citrus Springs Middle School
2012-2014
World Geography 7th grade Teacher, Inverness Middle School
2010-2012
Instructional Technology Specialist, Inverness Middle School
2005-2010
Administrative Intern (ESY), South Sumter Middle School
2005
Media & Technology Specialist, Wildwood Middle School
2003-2005
District Instructional Technology Trainer, Sumter County Schools
2002-2005
Media & Technology Specialist, Bushnell Elementary School
1999-2000
Teacher of the Emotionally Handicapped, Bushnell Elementary School
1994-1999

Leadership **K-12 Curriculum and Instruction**

Experience

- Evaluate and purchase instructional resources for classroom use
- Created the Apple Classroom with Node furniture, flat screen tvs, and Apple TVs to enhance collaboration, creativity, and critical thinking among students
- Author curriculum units and share with educators on TPT
- Create online blended learning modules in Edviate for use in Professional Learning Communities
- Coordinate the WIDA English Language Learner assessment, the ELL program, and handle all paper work and communication
- Co-author of School Improvement Plan for Lecanto High School and Wildwood Middle School
- Collaborated on the creation of the District Civics Pacing Guide/Curriculum Mapping
- Created a reading committee to promote and increase independent reading at CSMS
- Led teachers in disaggregation of data to drive instruction during data days at multiple schools
- Created iPad Instructional Use Timeline for teachers at Citrus Springs Middle and Lecanto High

- Presented curricular information to the ELA Department at CSMS on a monthly basis
- Led a book study on the *The Book Whisperer* series with ELA/Reading Teachers
- Led implementation of ebackpack paperless workflow at Citrus Springs Middle School
- Designed curriculum and selected course offerings for the 21st CCLC Afterschool program
- Coordinated implementation and provided program and software support of: Fastforward, Read180, FastMath, Accelerated Reader, STAR, SRI, Follett,
- Coordinated curriculum within Inverness Middle School's FCAT Afterschool Program 2006
- Coordinator of the 2006 Summer Transition Camp
- Facilitator for the Wildwood Middle School SIP Planning Committee
- Wrote and presented Wildwood Middle School's Academic Growth Plan to the District
- Implemented an open access Media Center resulting in increased academic use of resources and increased circulation from 900 books per month to over 11,000 books per month.
- Co-Author and Committee Chair of an Awarded School-to-Work grant overseeing program's curricular implementation, expenditures and budget for several years at Bushnell Elementary.
- Organized and supported school-wide reading initiatives at Citrus Springs Middle School, Wildwood Middle School, and Bushnell Elementary School
- Coordinated online documentation for annual SACS review
- Chairperson of Instructional Technology Committee at three schools
- Committee member charged with evaluating and recommending adoption of integrated learning system program for school wide use at Bushnell Elementary School
- Member of ESE Textbook Adoption Team at Bushnell Elementary School
- Served as 7th grade level chair for Citrus Springs Middle and ESE department chair for Wildwood Middle and Bushnell Elementary

Personnel Supervision

- Collaborate on the master schedule at Lecanto High and Citrus Springs Middle
- Created schedules and supervised staff as an assistant principal and as coordinator of 21st CCLC Program, FCAT Afterschool program, Summer Transition Camp and Administrator of Record for South Sumter Middle School's extended school year
- Conduct walk-throughs, observations, appraisals, and summatives for staff at Lecanto High
- Investigate staff issues or complaints as needed
- Interview, conduct reference checks, and hire to fill instructional and support positions
- Convey district and school expectations and policies to the staff
- Conduct periodic surveys to evaluate the needs and status of the staff members
- Immediate supervisor of the technology specialist, media specialist, teachers and aides in the exceptional student education department, science department, and social studies department
- Administrator for the International Baccalaureate program
- Recruited for Citrus County Schools at the Florida Teach-In and for Inverness Middle at the Citrus/Marion Job Fair
- Mentored new teachers at CSMS and in Sumter County and supervised interns at CSMS
- Served on interview committee for CSMS teaching positions (as well as IMS and in Sumter County)
- Wildwood Middle School ESE Team Leader
- Bushnell Elementary School Grade Level Chair

Policy Development

- Create procedures and policies for the staff of Lecanto High School: Lesson plans, behavior, dismissal,
- Created a policy/procedure for the management of the iPads in Destiny to track student obligations with transient students and shared this with other schools
- Served on the Discipline Coding Committee to revamp Skyward behavior coding utilized by schools
- Served on the committee for the revision of the administrator profile
- Collaborated with stakeholders to create the student and staff iPad policy at Lecanto High School

- Modify the Lecanto High Staff Handbook annually
- Created the policy and procedure manual for use of the iPad cart at Inverness Middle School
- Created an acceptable use policy for students at Wildwood Middle School

Information Technology/Network Management

- Supervise technology specialist at Lecanto High School and the technology/iPad implementation
- Use Airwatch to manage devices and assign apps to iPads
- Provided technical support to teachers, maintained computer equipment, and wired classrooms for network access
- Implemented a new plan for the physical space in the media center and incorporated new technologies within the space at CSMS and in Sumter County
- Member of the initial staff to pilot and implement the 1:1 program at Citrus Springs Middle School
- Piloted the use of iPads in the classroom and tested methods for using the iPad cart by teachers with six sets of students at Inverness Middle School
- Created and maintained the school webpage to improve communication with stakeholders at Inverness Middle School, Wildwood Middle School, and Bushnell Elementary School
- Archived communication, network, and data systems and maintained security as the technology specialist at Inverness Middle School, Wildwood Middle School, and Bushnell Elementary School
- Managed, maintained, and repaired the network, software, and hardware while serving as the instructional technology specialist at Inverness Middle School for 5 years
- Managed, maintained, and repaired the network, software, and hardware while serving as the instructional technology specialist at Bushnell Elementary School and Wildwood Middle School for 6 years
- Installed wiring, network equipment, and computer systems while serving as the Network administrator for Bushnell Elementary and Wildwood Middle School for 6 years
- Served on the construction design team for the new office and media center of Bushnell Elementary assisting with the planning of the facility and charged with ordering the furniture, technological hardware, and software needed for the new building
- Researched software and hardware solutions and made purchases while serving as the technology specialist for Bushnell Elementary and Wildwood Middle School and Inverness Middle
- Set up a studio for live broadcast of a morning show at Bushnell Elementary
- Completed the Astronauts Memorial Foundation Technology Specialist Training
- Completed the Astronauts Memorial Foundation Network Administrator Training

Budget

- Managed and kept record for the school's use of various funding sources such as internal accounts, SAEC Monies, operational funds, capital funds, and Title 1 Monies designated for technology and/or media at four different schools
- Organized and managed fundraising events for Citrus Springs Middle School, Inverness Middle School, Wildwood Middle School, and Bushnell Elementary School
- Tracked, calculated, and submitted payroll paperwork for the 21st CCLC Afterschool Program
- Completed necessary forms for payroll as Coordinator of Summer Transition Camp, Coordinator of After School Programs, Administrator of ESY, and as Facilitator of Summer Teacher In-services.
- Negotiated Ebackpack pricing for over 1,000 middle school students
- Managed \$50,000 plus budget for 21st CCLC Afterschool Program (staffing, supplies, transportation,)
- Managed annual and long-range budgets with varying funding sources such as internal, capital, operational, grants, and federal while serving as technology specialist
- Participated in creating Title 1 purchasing plans for technology at Citrus Springs Middle School and in Sumter County
- Supervised \$11,000 budget for Inverness Middle School's FCAT After School Program and completed paperwork as warranted
- Managed \$65,000 plus budget for opening of Bushnell Elementary's new media center

- Managed annual expenditures of Media and Technology Monies which averaged \$20,000
- Supervised awarded money, expenditures, and earnings generated by School-To-Work Grant and continued self-sufficient programs, which began with a \$22,000 dollar budget.

Community Relations

- Organized Lecanto High's participation in the Citrus County Blessings program and continue to oversee its implementation
- Organized a resource room for students in need in cooperation with Citrus Education Foundation, Lowes, and Christ Community Church
- Organized family events with the owner of the local McDonald's to support student incentives and fundraising in Citrus and Sumter counties
- Organized and Presented for Parent and Curriculum Nights at Lecanto High, CSMS and IMS
- Superintendent's Golf Classic School coordinator 2017
- Evaluator/Reviewer for FETC of presentation proposals (2016 FETC)
- Committee Chair of Inverness Middle School Family Literacy Nights
- Junior Achievement Bowl-a-thon school coordinator
- Facilitated monthly family events as administrator of 21st CCLC Afterschool Program
- Served as the Service Unit Manager of area Girl Scout Troop Leaders
- Served as Girl Scout Service Unit Delegate and Service Unit Team Member
- Girl Scout Troop Leader for eight years
- Coordinated numerous Family Reading Nights at Bushnell Elementary
- Planned and decorated the school booth at Sumter County Fair
- Organized parent and family participation events at Wildwood Middle School
- Organized school's participation in Pasta for Pennies charity
- Served as a SAEC member for Citrus Springs and Inverness Middle

Professional Development

- Led training on the 5D Assessment Tool at the district assistant principal and principal meetings
- Coordinates the professional learning communities for Lecanto High School
- Organize and coordinate professional development for Lecanto High School
- Trains and supports the new teachers as the TIP program coordinator at Lecanto High
- Presented workshops on the use of Skyward to create assessments and data collection data to drive instruction and remediate at the school and district level
- Delivered training to staff of my schools on various topics such as 5D Tool, textbook digital resources, Performance Matters, formative assessment tools, technology software and tools, standards 2 & 4, eBackpack, iPad integration, various iPad apps, iPad integration, Florida Tools and Resources, AVID strategies, United Streaming, Web Design, FastMath, Crosspointe, SASI, Blog design, and etc.
- Led Edcamp session for teachers on personalized learning and gamification units
- Led sessions at each of the Digital Data Days
- Trained teachers on set up of their grading systems/policies and adherence to the district EOT grading guidelines
- Delivered training on the use of eBackpack software, paperless workflow, and iPad application to staff at Lecanto High School, Citrus Springs Middle School, and at numerous district trainings to staff from across the district
- Led initial implementation of Skyward at Citrus Springs Middle School and provided ongoing support and training to staff at school and around the district
- Presenter at Florida Educational Technology Conference 2015 on 1:1 iPad Implementation
- District Level Professional Development Instructor for Sumter County: Introduction to the Network, FrontPage Web Design, Instructional Technology Integration, BigChalk, United Streaming, Digital Imaging Pro,
- NISL 18 month Facilitator Training Program Participant

- NISL Coaching Participant
- Center for Educational Leadership training
- Attended Model Schools Conference 2015 and 2016
- Attended 5 days of *Progress Energy UCF Leadership Institute*
- *Seven Habits of Highly Effective People*
- Max Thompson, *Focus On Learning* Two day Seminar
- *Facilitative Leadership*
- Completed the Astronauts Memorial Foundation Advance Web Publishing Training
- Participant of Citrus County's PLP/PNLP programs and Sumter County's *Professional Enhancement Program* for members of the Administrative Pool

Other Experiences

- Increased book circulation by 24% in the year serving as Media and Digital Curriculum Specialist at Citrus Springs Middle School
- Increased Wildwood Middle School's book circulation by 31% over the previous year
- Increased book circulation by 1,122% during my tenure as the Media/Tech Specialist at Bushnell Elementary School
- AVID implementation and Site team Member at Citrus Springs Middle School
- Member of Citrus Springs and Inverness Middle School's Administrative Core Team
- Analyzed FCAT Achievement Data and held individual student conferences and used the data for academic placement at Wildwood Middle School
- Committee member for Bushnell's Title 1 Committee, IMS Literacy Council, Citrus County Fair Booth Committee
- Middle School Student Council Sponsor
- School Web Master for multiple schools
- Sponsor of Elementary School Video Production, Elementary Yearbook, and Elementary School Newspaper

Interests

Spending time with my family, reading, learning, boating, computers, photography, and outdoor activities

References

Mr. Jason Koon Principal, Lecanto High School	352.746.2334
Mr. Jeff Davis Principal, Lecanto High School (retired)	352.949.8263
Mr. David Roland Director of Secondary Education, Citrus District Schools	352.726.1931
Ms. Trish Douglas, Director of Elementary Education, Citrus District Schools	352.726.1931
Mr. William Farrell, retired Principal, Citrus District Schools	352.634.1005
Ms. Deirdre LaBelle, Assistant Principal, Citrus Springs Middle,	352.344.2244
Mr. Jim Greene, retired Directory of Media and Technology, Sumter County Schools	352.255.7030

SCHOOL DISTRICT OF CITRUS COUNTY

JOB DESCRIPTION

COORDINATOR OF EDUCATIONAL TECHNOLOGY

QUALIFICATIONS:

- (1) Master's Degree in the field of education.
- (2) Certification and/or eligibility in administration and supervision, educational leadership, or other leadership certification.
- (3) Minimum of five (5) years successful technology and/or administrative experience in an education setting including three (3) years of classroom experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of current research and best practices in areas of responsibility. Ability to interpret and promote technology for instructional use. Understanding of curriculum needs in relation to educational technology. Knowledge of computer networks and information technology systems. Ability to supervise people. Strong interpersonal and communication skills. Ability to analyze statistical data for trends and standard performance in various programs and to develop strategies for improvement. Knowledge of federal and state requirements and information related to local instructional improvement.

REPORTS TO:

Director of Educational Technology

JOB GOAL

To provide leadership in planning, development, implementation, and evaluation of educational technology to supplement and complement the instructional program to meet the needs of students throughout the District.

SUPERVISES:

Assigned instructional and support personnel.

PERFORMANCE RESPONSIBILITIES:

- (1) Coordinate the planning, implementation, and evaluation of educational technology and adoption and purchasing of educational materials. *
- (2) Facilitate the review of educational technology programs in compliance with district, state, and federal laws, rules, and guidelines. *
- (3) Coordinate program planning to involve District and school personnel, community representatives and students when appropriate. *
- (4) Serve as a program consultant to school personnel with assistance in the identification of program needs and the selection of appropriate materials and equipment. *
- (5) Assist principals and educational technology specialists in improving school educational technology programs. *
- (6) Facilitate the development of school and district plans related to educational technology. *
- (7) Serve as a liaison of the Educational Services team. *
- (8) Facilitate the use of educational technology to enhance curriculum and instruction. *
- (9) Work with appropriate personnel to facilitate training and professional development related to educational technology for all stakeholders. *
- (10) Facilitate the use of district information and management software systems (ex. Student information system, office suite) through communication and professional development opportunities. *
- (11) Align educational technology with the District mission and school improvement plans. *
- (12) Assist in the development of educational technology related handbooks, policies, evaluation instruments, and other guidelines. *
- (13) Establish and implement organizational and procedural policies in regard to selecting, processing, and evaluating materials and equipment. *
- (14) Determine technology related equipment needs and requirements and prepare bid specifications for their procurement. *

COORDINATOR OF EDUCATIONAL TECHNOLOGY (Continued):**PERFORMANCE RESPONSIBILITIES (Continued):**

- (15) Work with appropriate personnel in the planning, modification and construction of school facilities related to areas of responsibility. *
- (16) Assist in the development of area-related administrative guidelines and policies. *
- (17) Attend and participate in educational meetings, workshops, and conferences pertinent to educational technology programs and services. *
- (18) Prepare all required reports and maintain all appropriate records. *
- (19) Supervise and coach assigned personnel, conduct annual performance appraisals and make recommendations for appropriate employment action. *
- (20) Perform job responsibilities with sustained focus and attention to detail for extended periods of time.*
- (21) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be appraised in accordance with provisions of the Board's policy on appraisal of personnel.

*Essential Performance Responsibilities
Job Description Supplement Code 5
BOARD APPROVED 2/27/18



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment".*

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

April 16, 2018

Douglas A. Dodd, Chairman
Citrus County School Board
1007 West Main Street
Inverness, Florida 34450

Dear Mr. Dodd,

I am recommending to the School Board the appointment of Sean Furniss, Principal of Rock Crusher Elementary School, effective July 1, 2018.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Himmel".

Sandra Himmel
Superintendent

Sean Furniss

2641 West Live Oak Street Lecanto, FL 34461

Email: furniss@citrus.k12.fl.us

EDUCATION

Saint Leo University Saint Leo, FL December 2003
Degree: Master of Education/ Educational Leadership

University of Central Florida Orlando, FL December 2000
Degree: Bachelor of Science/ Elementary Education

EMPLOYMENT

Rock Crusher Elementary School Homosassa, FL 7/16- Present
Assistant Principal

Lecanto High School Lecanto, FL 7/12- 7/16
Dean of Students

Lecanto Middle School Lecanto, FL 7/05- 7/12
Athletic Director
6th, 7th Grade Science/ PE Teacher

Lecanto Primary School Lecanto, FL 7/01- 7/05
2nd, 4th Grade Teacher

Lecanto Primary School Lecanto, FL 7/95- 12/98
Custodian, Clinic Aide, Teacher's Aide

CERTIFICATION

Educational Leadership
Physical Education (K-12)
Elementary Education (1-6)
Driver's Education (9-12)

LEADERSHIP EXPERIENCE

Curriculum and Instruction

- Conducted instructional observations with recommendations for enhancement
- Facilitated Professional Learning Groups
- Participated in district learning walk-throughs to provide instructional feedback to elementary schools
- Facilitated the crafting of a new school mission statement for Advance-Ed Accreditation
- Assisted in coordinating the development of upcoming teacher trainings as a member of the Professional Development team
- Oversaw ESOL compliance and ensured fidelity to legislation
- Managed site-based walkthroughs for the purpose of gathering 5D data
- Created master schedule with committee
- Participated in numerous IEP meetings resulting in ESE student placement and learning goals
- Analyzed assessment data for the purpose of continuous instructional improvement
- Collaborated with administrative team and department chairpersons in the facilitation of content area data days
- Assisted in the school wide process to review the mission and core values of Rock Crusher Elementary
- Served on various Textbook Adoption Committees covering K-12 grade level in the areas of Reading, Math, and Science
- Participated as TEC Council representative
- Participated in Core Connections training

Technology

- Assisted teachers in the development of engaging activities that include technology
- Collaborated with Administrative team to develop the new iPad agreements, procedures, and notifications needed to manage our One to One technology initiatives
- Worked to assist teachers and students in the use of iPads to increase engagement in the classroom
- Partnered with a classroom to engage remotely with students as they completed activities and projects using technology devices and applications
- Worked with Tech TOSAs to bring innovative practices as a tool for technology
- Collaborated with Principal to develop budget for 3rd grade one-to-one Ipads
- Developed “Innovative Teacher of the Month” to recognize innovative practices in technology

Behavior

- Oversaw discipline for all elementary grades
- Managed elementary after school detention program
- Oversaw discipline for all 9th and 11th graders
- Coordinated with SRMI to provide alternative schooling for students in need of behavior modification
- Implemented and facilitated the lunch detention program, which created an alternative to ISS for classroom misbehavior
- Facilitated disciplinary data meetings to communicate expectations

- Developed individual behavior contracts to encourage proactive positive behaviors in students
- Participated along with district school personnel, parents, and students in CST meetings to resolve habitual truancy cases
- Developed proactive check-in daily schedule for students at risk
- Facilitated monthly Success Club meeting for students demonstrating RCE traits of success
- Led conferences with parents and teachers to develop behavior plans
- Participated in the Ross Greene Training- Collaborative Problem Solving Approach
- Facilitated the Upward Bound process at the elementary and high school level
- Managed STP site candidates for quarterly progress meetings
- Oversaw weekly BUG Award drawings on the morning show for students demonstrating positive behavior
- Managed bus discipline in elementary, middle, and high school
- Attended CPI training
- Coordinated removal tactics for students in classroom crisis settings
- Coordinated with the SRMI to reduce out of school suspensions through the Saturday alternative program

Facilities

- Facilitated the scheduling and maintenance of staff supervision duties
- Facilitated emergency drills and school lock-downs
- Coordinated with the SRO to facilitate routine canine searches of the building for illegal substances
- Directly supervised after school activities/ games
- Managed custodians and contacted district members for safety and security needs
- Coordinated school enhancements and renovations through SAEC grants
- Oversaw School Safety Plan alterations with collaboration from the school safety team
- Participated in the purchasing of custodial equipment
- Created and monitored school evacuation plans
- Coordinated and supervised bus evacuations
- Coordinated bus transportation and cafeteria program needs for all students attending various after school programs
- Coordinated the mapping and scheduling of various summer school programs

Personnel

- Completed the appraisal process with instructional and support staff members annually
- Coordinated the hiring of support staff
- Initiated Professional Assistance Plans for instructional staff, closely monitored progress, and participated in bi-monthly progress meetings in conjunction with District and CCEA staff
- Participated in recruitment of teachers for Citrus County (Tampa Teach In, UCF Minority Recruitment Fair)
- Managed weekly school newsletter to communicate relevant school information to staff
- Supervised approximately 100 instructional and support staff members

- Participated as an Insurance Committee member
- Monitored new/ beginning teachers to support their instructional practices
- Attended school Staffing Plan Meetings

Community Relations

- Organized SAEC meetings
- Participated in Junior Achievement Bowl-A-Thon
- Volunteered for Education Foundation Golf Tournament
- Participated in Relay for Life activities and events
- Created monthly letter to parents for school newsletter
- Central Citrus Little League T-Ball Coach
- YMCA Basketball Coach
- Principals designee at Community Events

Professional Development

- Led professional development on the 5D framework
- Facilitated evidence collection PD for the AdvancEd Accreditation process
- Served on District Student Progression Committee
- Facilitated disciplinary procedure meetings during pre-planning days
- Served on the Code of Conduct Committee
- Facilitated team leader meetings that focused on small group instruction
- Attended Strategic Planning Retreat for Administrators
- Served as a member of the Teacher Evaluation Committee
- Attended Model School Conference in 2016

Budget

- Assisted in the disbursement of funds for multiple programs including instructional materials, staff development and parent involvement
- Facilitated fund-raising for the CCEF Golf Classic
- Coordinated the Coupons for Classrooms programs, and tracked all incoming money and expenditures
- Facilitated the process for securing, disseminating and inventorying instructional materials including the preparation of the budget
- Monitored internal accounts to ensure expenditures were aligned to school goals
- Participated in distribution of funds for A+ school money
- Managed the disbursement of funds for the Athletic and Activities budget
- Obtained input from stakeholders and community in the equitable distribution of resources based on academic needs
- Managed payroll of staff for multiple after school programs

REFERENCES

Jonny Bishop

Executive Director, School Support Services

Citrus County School Board

1007 W. Main Street

Inverness, FL 34450

(352) 726-1931

Rene' Johnson

Principal

Rock Crusher Elementary School

814 S. Rock Crusher Road, Homosassa, FL 34448

(352) 795-2010

Doug Connors

Assistant Principal

Lecanto High School

3810 W. Educational Path, Lecanto, FL 34461

(352) 697-1486

SCHOOL DISTRICT OF CITRUS COUNTY JOB DESCRIPTION

PRINCIPAL, ELEMENTARY SCHOOL

QUALIFICATIONS:

- (1) Master's Degree in education or related field.
- (2) Certified and/or eligibility in administration and supervision, educational leadership, or School Principal in the State of Florida.
- (3) Minimum of five (5) years successful educational experience, in teaching, administrative experience, or significant leadership role.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to prepare and manage the school's budget and allocated resources. Ability to read, interpret and enforce the State Board rules, Code of Ethics, School Board policies and appropriate State and federal statutes. Ability to use effective interview techniques, coaching procedures, and evaluation procedures. Ability to enforce collective bargaining agreements. Ability to use effective public speaking skills, group dynamics and interaction skills, and problem-solving skills. Skills in personnel management and supervision techniques. Ability to communicate effectively orally and in writing. Ability to analyze and use data. Knowledge of current educational trends in curriculum and research. Knowledge and understanding of the unique needs and characteristics of elementary school students.

REPORTS TO:

Superintendent and Assistant Superintendent of School Operations

JOB GOAL

To provide the leadership and vision necessary to develop and implement a comprehensive program of instructional and support services which optimize available resources to establish and maintain a safe, caring, and enriching environment conducive to learning and student success.

SUPERVISES:

Administrative, Instructional, Support, and Service Personnel at the assigned school.

PERFORMANCE RESPONSIBILITIES:

- (1) Provide leadership in the continuous improvement of the total educational program in the school. *
- (2) Manage and administer the overall instructional program of the school. *
- (3) Manage and administer the overall activities of assessing and developing the instructional program of the school. *
- (4) Provide leadership and facilitate the accreditation program at assigned school. *
- (5) Involve others in the decision-making process and encourage teamwork, collaboration and partnerships.
- (6) Assume, as requested, a District-wide leadership role for an identified function, program, or service, such as curriculum development, instructional technology, staff development, or custodial coordination. *
- (7) Participate, as requested, in District-wide curriculum development and assume responsibility for the implementation of such programs when approved. *
- (8) Participate, as requested, in the evaluation, selection and adoption of textbooks and other instructional materials.
- (9) Participate, as requested, in the development of the District's student assessment program. Manage and administer the testing program for the school. *
- (10) Provide leadership, facilitate and oversee the wise use of personnel resources within the school. *
- (11) Serve as the liaison between the school and District-wide services available to assist the school in its mission. *
- (12) Manage the implementation and administration of negotiated employee contracts at the school level. *
- (13) Provide leadership and facilitate the development of long- and short-range instructional and facility needs. *
- (14) Manage and administer plant safety and facility inspections, including supervision of buildings and grounds. *
- (15) Manage and administer maintenance services for the school in such a manner that ensures safety, maximum life and use of the facility.
- (16) Provide leadership for student discipline and implement disciplinary procedures and policies that ensure a safe and orderly environment. *
- (17) Facilitate, manage and supervise financial planning for the school, including the preparation of the school's budget. *

PRINCIPAL ELEMENTARY SCHOOL (Continued):**PERFORMANCE RESPONSIBILITIES (Continued):**

- (18) Manage and supervise the wise use of financial resources for the school. *
- (19) Manage and administer purchasing by the school to ensure maximum educational value of supplies, materials, equipment and services. *
- (20) Oversee financial accounting to ensure judicious management of all school funds. *
- (21) Manage and supervise the preparation of financial reports for the school. *
- (22) Manage and supervise student accounting and attendance procedures at the school. *
- (23) Coordinate with the Food Service Director to oversee and supervise the school food service program. *
- (24) Serve as a liaison between the school and community and provide leadership for positive school / community relations.
- (25) Serve as the liaison between the school and business community and provide leadership for the development of partnerships to benefit the school. *
- (26) Keep well informed about current trends in education. *
- (27) Keep informed of policy, procedures, instructional programs, potential problems, and resolutions of existing problems. *
- (28) Keep staff informed of policy, procedures, instructional programs, potential problems, and the resolution of existing problems. *
- (29) Keep Superintendent and appropriate District staff informed of problems and events of unusual nature. *
- (30) Oversee and maintain accountability for property inventory records and security of school property. *
- (31) Oversee the development of a master schedule for teachers. *
- (32) Provide leadership for and coordinate the supervision of extracurricular activities / events / programs. *
- (33) Approve and oversee school-sponsored activities and maintain a calendar for all school events. *
- (34) Provide for the articulation of the school's instructional program and services among school personnel and the community. *
- (35) Provide leadership for the school improvement and accountability process. *
- (36) Provide leadership for the development and maintenance of an environment that is conducive to teaching and learning. *
- (37) Assume all duties and responsibilities in Florida statutes. *
- (38) Provide leadership to ensure that appropriate staff development activities are available to meet staff needs in carrying out the school improvement plan. *
- (39) Supervise and coach assigned personnel, conduct annual performance appraisals and make recommendations for appropriate employment action. *
- (40) Coordinates with the Executive Director of Support Services to supervise and oversee transportation services at the school.
- (41) Establish procedures to be used in the event of a school crisis or civil disobedience and provide leadership in the event of such happenings. *
- (42) Implement School Board policy, State statutes and federal regulations as they pertain to the school. *
- (43) Establish the job assignments for all school-site administrators and assess the school-site administrator's performance. *
- (44) Manage and supervise the school's student activity programs including selection of club sponsors. *
- (45) Maintain visibility and accessibility on the school campus. *
- (46) Participate in the development of the District strategic plan, District school calendar, District staffing plan and manpower plans. Manage and administer school functions relating to these items.
- (47) Assign and supervise school personnel in special projects for the enhancement of the school.
- (48) Attend school-related activities and events. *
- (49) Participate in leadership development activities.
- (50) Perform job responsibilities with sustained focus and attention to detail for extended periods of time.*
- (51) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Medium Work: exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

PRINCIPAL ELEMENTARY SCHOOL (Continued):

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities
Job Description Supplement Code 5
BOARD APPROVED 4/14/97
REVISED 2/27/18

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 School Board Meeting.
Requested by Tammy Wilson, Director Department of Finance
Additional contact(s)/originator Lanette Strickland, Accounting Manager
Document Title Financial, Operational and Federal Single Audit for Fiscal Year ended June 30, 2017

Board Action Required:

Presentation/Recognition _____ Information _____
Consideration/Approval Approval of the Financial, Operational and Federal Single Audit Report of the Citrus County District School Board for the Fiscal Year Ended June 30, 2017.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached _____ available in district office XX other _____

Executive Summary/Highlights:

The "audit disclosed that the District's basic financial statements were presented fairly, in all material respects, in accordance with prescribed financial reporting standards."
There were no deficiencies in internal controls over financial reporting considered material weaknesses. There was one finding under additional matters. The district has responded to the findings and will make corrective action.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: _____

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Tammy Wilson

(Form Board Approved 7/10/07)

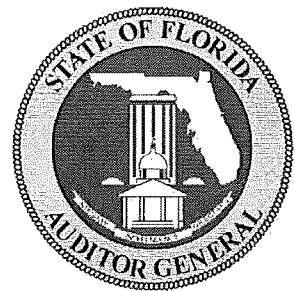
Report No. 2018-135
March 2018

STATE OF FLORIDA AUDITOR GENERAL

Financial and Federal Single Audit

**CITRUS COUNTY
DISTRICT SCHOOL BOARD**

For the Fiscal Year Ended
June 30, 2017



Sherrill F. Norman, CPA
Auditor General

Board Members and Superintendent

During the 2016-17 fiscal year, Sandra Himmel served as Superintendent of the Citrus County Schools and the following individuals served as School Board Members:

	<u>District No.</u>
Thomas E. Kennedy	1
Virginia Bryant, Chair from 11-22-16, Vice Chair through 11-21-16	2
Douglas A. Dodd, Vice Chair from 11-22-16	3
Sandy Counts from 11-22-16 ^a	4
Linda B. Powers, Chair through 11-21-16	5

^a Position vacant from 7-1-16 through 11-21-16.

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations.

The audit was supervised by Eric Davis, CPA.

Please address inquiries regarding this report to Micah E. Rodgers, CPA, Audit Manager, by e-mail at micahrodgers@aud.state.fl.us or by telephone at (850) 412-2905.

This report and other reports prepared by the Auditor General are available at:

FLAuditor.gov

Printed copies of our reports may be requested by contacting us at:

State of Florida Auditor General

Claude Pepper Building, Suite G74 • 111 West Madison Street • Tallahassee, FL 32399-1450 • (850) 412-2722

CITRUS COUNTY DISTRICT SCHOOL BOARD
TABLE OF CONTENTS

	Page No.
SUMMARY	i
INDEPENDENT AUDITOR'S REPORT	
Report on the Financial Statements	1
Other Reporting Required by <i>Government Auditing Standards</i>	3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4
BASIC FINANCIAL STATEMENTS	
Statement of Net Position	13
Statement of Activities	14
Balance Sheet – Governmental Funds	16
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	18
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	20
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	22
Statement of Net Position – Proprietary Fund	23
Statement of Revenues, Expenses, and Changes in Fund Net Position – Proprietary Fund	24
Statement of Cash Flows – Proprietary Fund	25
Statement of Fiduciary Net Position – Fiduciary Funds	26
Statement of Changes in Fiduciary Net Position – Fiduciary Funds	27
Notes to Financial Statements	28
OTHER REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary Comparison Schedule – General and Major Special Revenue Funds	58
Schedule of Funding Progress – Other Postemployment Benefits Plan	60
Schedule of the District's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan	60
Schedule of District Contributions – Florida Retirement System Pension Plan	60
Schedule of the District's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan	61
Schedule of District Contributions – Health Insurance Subsidy Pension Plan	61
Notes to Required Supplementary Information	61
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	64

**CITRUS COUNTY DISTRICT SCHOOL BOARD
TABLE OF CONTENTS (CONTINUED)**

	Page No.
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	66
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE	68
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	71
PRIOR AUDIT FOLLOW-UP	72
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS.....	72

SUMMARY

SUMMARY OF REPORT ON FINANCIAL STATEMENTS

Our audit disclosed that the Citrus County District School Board (District's) basic financial statements were presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

SUMMARY OF REPORT ON INTERNAL CONTROL AND COMPLIANCE

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States.

SUMMARY OF REPORT ON FEDERAL AWARDS

We audited the District's compliance with applicable Federal awards requirements. The Title I program was audited as a major Federal program. The results of our audit indicated that the District materially complied with the requirements that could have a direct and material effect on the Title I program.

AUDIT OBJECTIVES AND SCOPE

Our audit objectives were to determine whether the School Board and its officers with administrative and stewardship responsibilities for District operations had:

- Presented the District's basic financial statements in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statements or on the District's major Federal program; and
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statements, and those applicable to the District's major Federal program.

The scope of this audit included an examination of the District's basic financial statements and the accompanying Schedule of Expenditures of Federal Awards, as of and for the fiscal year ended June 30, 2017. We obtained an understanding of the District's environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statements and Federal awards. We also examined various transactions to determine whether they were executed, in both manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

AUDIT METHODOLOGY

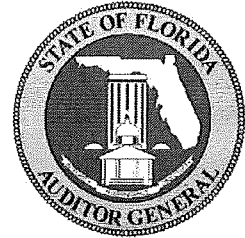
We conducted our audit in accordance with auditing standards generally accepted in the United States of America; applicable standards contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

Claude Denson Pepper Building, Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Citrus County District School Board, as of and for the fiscal year ended June 30, 2017, 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 did not audit the financial statements of the school internal funds and the Withlacoochee Technical College scholarship fund, which represent 22 percent of the assets and 44 percent of the liabilities of the aggregate remaining fund information. In addition, we did not audit the financial statements of the aggregate discretely presented component units, which represent 100 percent of the transactions and account balances of the aggregate discretely presented component units' columns. Those statements were audited by other auditors whose reports have been furnished to us, and our opinions, insofar as they relate to the amounts included for the school internal funds, the private purpose trust fund, and the aggregate discretely presented component units, are based solely on the reports of the other auditors. 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, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Citrus County District School Board, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that **MANAGEMENT'S DISCUSSION AND ANALYSIS**, the **Budgetary Comparison Schedule – General and Major Special Revenue Funds**, **Schedule of Funding Progress – Other Postemployment Benefits Plan**, **Schedule of the District's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan**, **Schedule of District Contributions – Florida Retirement System Pension Plan**, **Schedule of the District's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan**, **Schedule of District Contributions – Health Insurance Subsidy Pension Plan**, and **Notes to Required Supplementary 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.

Supplementary Information

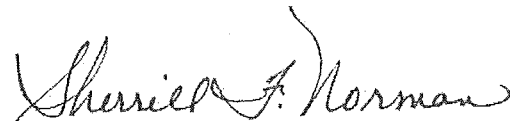
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated February 28, 2018, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Respectfully submitted,



Sherrill F. Norman, CPA
Tallahassee, Florida
February 28, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the Citrus County District School Board has prepared the following discussion and analysis to provide an overview of the District's financial activities for the fiscal year ended June 30, 2017. The information contained in the Management's Discussion and Analysis (MD&A) is intended to highlight significant transactions, events, and conditions and should be considered in conjunction with the District's financial statements and notes to financial statements found immediately following the MD&A.

FINANCIAL HIGHLIGHTS

Key financial highlights for the 2016-17 fiscal year are as follows:

- The District's total net position decreased by \$4,358,908.44, which is a 3.9 percent decrease from the 2015-16 fiscal year.
- General revenues total \$139,603,194.77, which is 93.7 percent of all revenues for the 2016-17 fiscal year, as compared to \$136,000,028.59 which was 93.8 percent for the 2015-16 fiscal year. Program specific revenues in the form of charges for services, operating grants and contributions, and capital grants and contributions total \$9,356,343.61, which is 6.3 percent of total revenue, compared to \$8,913,012.56 which represented 6.2 percent for the 2015-16 fiscal year.
- On the government-wide financial statements, expenses total \$153,318,446.82. Only \$9,356,343.61 of these expenses were offset by program specific charges, with the remainder paid from general revenues. Total expenses exceeded total revenues by \$4,358,908.44 as compared to the previous fiscal year when expenses exceeded revenues by \$4,649,686.21.
- The General Fund total assigned and unassigned fund balances, representing the net current financial resources available for general appropriation by the Board, totaled \$5,213,711.85 at June 30, 2017, or 4.5 percent of General Fund revenues.
- During the current year, General Fund expenditures exceeded revenues by \$5,689,532.61. This may be compared to last year's results in which General Fund expenditures exceeded revenues by \$4,253,355.25. These figures do not take into consideration the effect of the transfer from the Capital Projects – Local Capital Improvement Fund or other financing sources and uses.

OVERVIEW OF FINANCIAL STATEMENTS

The basic financial statements consist of three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to financial statements. This report also includes supplementary information intended to furnish additional details to support the basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the District's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the District presented on the accrual basis of accounting. The statement of net position provides information about the District's financial position, its assets, liabilities, and deferred inflows/outflows of resources, using an economic resources measurement focus. Assets plus deferred outflows of resources, less liabilities and deferred inflows of resources, equals net position, which is a measure of the District's financial health. The

statement of activities presents information about the change in the District's net position, the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the District's financial health is improving or deteriorating.

The government-wide statements present the District's activities in the following categories:

- Governmental activities – This represents most of the District's services, including its educational programs: basic, vocational, adult, and exceptional education. Support functions such as transportation and administration are also included. Local property taxes and the State's education finance program provide most of the resources that support these activities.
- Component units – The District presents two separate legal entities as discretely presented component units, which are The Academy of Environmental Science, Inc. and Citrus MYcroSchool of Integrated Academics and Technologies, Inc. (Charter Schools). Although both are legally separate organizations, the Charter Schools are included in this report because they meet the criteria for inclusion provided by generally accepted accounting principles. Financial information for the component units are reported separately from the financial information presented for the primary government.
- The Citrus County School Board Leasing Corporation (Leasing Corporation), although also a legally separate entity, was formed to facilitate financing for the acquisition of facilities and equipment for the District. Due to the substantive economic relationship between the District and the Leasing Corporation, the Leasing Corporation has been included as an integral part of the primary government.

Fund Financial Statements

Fund financial statements are one of the components of the basic 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 and prudent fiscal management. Certain funds are established by law while others are created by legal agreements, such as bond covenants. Fund financial statements provide more detailed information about the District's financial activities, focusing on its most significant or "major" funds rather than fund types. This is in contrast to the entitywide perspective contained in the government-wide statements. All of the District's funds may be classified within one of the broad categories discussed below.

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

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

revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the District's most significant funds. The District's major funds are the General Fund, Special Revenue – Other Fund, Debt Service – ARRA Economic Stimulus Fund, and Capital Projects – Local Capital Improvement Fund. Data from the other governmental funds are combined into a single, aggregated presentation.

The District adopts an annual appropriated budget for its governmental funds. A budgetary comparison schedule has been provided for the General and major Special Revenue Funds to demonstrate compliance with the budget.

Proprietary Fund: Proprietary funds may be established to account for activities in which a fee is charged for services. One type of proprietary fund is maintained, an internal service fund. Internal service funds are used to report activities that provide goods and services to support the District's other programs and functions through user charges. The District uses an internal service fund to account for its employee group self-insurance program and its wellness center. Since these services predominantly benefit governmental rather than business-type functions, the internal service fund has been included within governmental activities in the government-wide financial statement.

Fiduciary Funds: Fiduciary funds are used to report assets held in a trustee or fiduciary capacity for the benefit of external parties, such as student activity funds. Fiduciary funds are not reflected in the government-wide statements because the resources are not available to support the District's own programs. In its fiduciary capacity, the District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes.

The District uses a private-purpose trust fund to account for scholarship funds established by private donors.

The District uses agency funds to account for resources held for student activities and groups.

Notes to Financial Statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information concerning the District's net pension liability and its progress in funding its obligation to provide other postemployment benefits to its employees.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position over time may serve as a useful indicator of a government's financial health. The following is a summary of the District's net position as of June 30, 2017, compared to net position as of June 30, 2016:

Net Position, End of Year

	Governmental Activities	
	6-30-17	6-30-16
Current and Other Assets	\$ 49,463,654.83	\$ 45,139,783.72
Capital Assets	<u>187,343,407.77</u>	<u>190,829,801.91</u>
Total Assets	<u>236,807,062.60</u>	<u>235,969,585.63</u>
Deferred Outflows of Resources	<u>31,439,730.00</u>	<u>13,180,665.00</u>
Long-Term Liabilities	148,748,855.88	119,488,927.36
Other Liabilities	<u>6,603,075.64</u>	<u>6,672,808.75</u>
Total Liabilities	<u>155,351,931.52</u>	<u>126,161,736.11</u>
Deferred Inflows of Resources	<u>5,297,158.00</u>	<u>11,031,903.00</u>
Net Position:		
Net Investment in Capital Assets	151,773,407.77	154,839,801.91
Restricted	33,216,864.12	30,973,466.34
Unrestricted (Deficit)	<u>(77,392,568.81)</u>	<u>(73,856,656.73)</u>
Total Net Position	<u>\$ 107,597,703.08</u>	<u>\$ 111,956,611.52</u>

The largest portion of the District's net position is investment in capital assets (e.g., land; buildings; furniture, fixtures, and equipment), less any related debt still outstanding. The District uses these capital assets to provide services to students; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, the resources used to repay the debt must be provided from other sources, since the capital assets cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The deficit unrestricted net position was primarily the result of accruing \$24,851,435 in other postemployment benefit obligations and \$81,927,563 in net pension liability.

The key elements of the changes in the District's net position for the fiscal years ended June 30, 2017, and June 30, 2016, are as follows:

Operating Results for the Fiscal Year Ended

	Governmental Activities	
	6-30-17	6-30-16
Program Revenues:		
Charges for Services	\$ 2,334,552.16	\$ 2,267,239.64
Operating Grants and Contributions	6,040,831.06	5,679,733.65
Capital Grants and Contributions	980,960.39	966,039.27
General Revenues:		
Property Taxes, Levied for Operational Purposes	47,642,620.13	48,331,144.43
Property Taxes, Levied for Capital Projects	13,167,245.31	12,741,500.61
Grants and Contributions Not Restricted to Specific Programs	75,041,033.88	71,119,997.99
Unrestricted Investment Earnings	277,007.04	251,366.01
Miscellaneous	3,475,288.41	3,556,019.55
Total Revenues	148,959,538.38	144,913,041.15
Functions/Program Expenses:		
Instruction	81,131,165.19	75,723,156.80
Student Support Services	6,082,482.51	5,631,033.19
Instructional Media Services	1,616,465.71	1,452,059.36
Instruction and Curriculum Development Services	4,312,346.20	4,099,583.28
Instructional Staff Training Services	1,663,042.19	1,633,334.35
Instruction-Related Technology	2,128,322.00	1,824,382.70
Board	486,626.85	482,721.37
General Administration	1,249,716.93	1,095,286.77
School Administration	9,100,590.88	8,601,844.76
Facilities Acquisition and Construction	1,464,661.22	5,296,983.01
Fiscal Services	1,011,966.50	905,082.02
Food Services	6,925,586.82	6,476,506.48
Central Services	2,602,110.39	2,684,396.86
Student Transportation Services	8,286,624.91	7,427,912.45
Operation of Plant	9,564,252.21	9,181,798.80
Maintenance of Plant	3,939,531.89	3,882,354.55
Administrative Technology Services	2,250,389.09	2,115,439.45
Community Services	1,020,335.64	883,475.32
Unallocated Interest on Long-Term Debt	522,497.66	551,024.50
Unallocated Depreciation Expense	7,790,289.34	9,591,430.03
Loss on Disposal of Capital Assets	169,442.69	22,921.31
Total Functions/Program Expenses	153,318,446.82	149,562,727.36
Change in Net Position	(4,358,908.44)	(4,649,686.21)
Net Position - Beginning	111,956,611.52	116,606,297.73
Net Position - Ending	\$ 107,597,703.08	\$ 111,956,611.52

The largest revenue sources are the State of Florida and local property taxes which are 43.1 percent and 40.8 percent, respectively, of total revenue. Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data, and is designed to maintain equity in funding across all Florida school districts, taking into consideration the District's funding ability based on the local property tax base.

Total government-wide revenues increased by \$4,046,497.23 or 2.8 percent, largely due to an increase in the FEFP. Total government-wide expenses increased by \$3,755,719.46 or 2.5 percent, largely due to higher benefit expenses related to an increase in the self-insurance board match and an increase in pension expenses. This increase was partially offset by a decrease in facilities acquisition and construction due to the purchase of a significant number of iPads during the 2015-16 fiscal year, and a decrease in depreciation expense due to a large amount of computer equipment, originally acquired via capital lease during the 2010-11 fiscal year, which was fully depreciated during the 2015-16 fiscal year.

From the 2015-16 fiscal year to the 2016-17 fiscal year, the taxable value of property in the District increased from \$8,861,423,299 to \$9,047,017,367, while the millage rate decreased from 7.189 mills to 6.925 mills, the base student allocation increased by \$6.26 and the unweighted full-time equivalent students increased by 109.49.

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

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. Specifically, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as it represents the portion of fund balance that has not been limited to a particular purpose by an external party, the District, or a group or individual delegated authority by the Board to assign resources for particular purposes.

The total fund balances of governmental funds increased by \$2,745,378.28 during the fiscal year to \$39,662,318.86 at June 30, 2017. Approximately 10.2 percent of this amount is unassigned fund balance (\$4,044,816.27), which is available for spending at the District's discretion. The remainder of the fund balance is nonspendable, restricted, or assigned to indicate that it is (1) not in spendable form (\$1,594,446.49), (2) restricted for particular purposes (\$32,874,560.52), or (3) assigned for particular purposes (\$1,168,895.58).

Major Governmental Funds

The General Fund is the District's chief operating fund. At the end of the current fiscal year, the total of assigned and unassigned fund balance was \$5,213,711.85, while the total fund balance was \$9,108,920.82. Total fund balance increased by \$131,824.91 during the fiscal year.

The Special Revenue – Other Fund has total revenues and expenditures of \$11,648,871.53 each, and the funding was mainly used for instructional staff salaries and benefits. Because grant revenues are not recognized until expenditures are incurred, this Fund generally does not accumulate a fund balance.

The Debt Service – ARRA Economic Stimulus Fund has a total fund balance of \$4,579,058, which is restricted for the payment of debt service. The fund balance increased by \$2,289,529 primarily due to payments into the sinking fund for the 2010A Qualified School Construction Bonds.

The Capital Project – Local Capital Improvement Fund has a total fund balance of \$22,293,422.31 which is restricted for the acquisition, construction, and maintenance of capital assets. The fund balance remained steady, decreasing by only \$65,419.13.

GENERAL FUND BUDGETARY HIGHLIGHTS

During the 2016-17 fiscal year, the District amended its General Fund budget several times, with amendments taken to the Board for approval. Final budget amounts were in line with original budget amounts. The Board approves the final budget amendment after fiscal year end.

Actual revenues are in line with the final budget amounts, while actual expenditures are \$5,078,204.17, or 4 percent, less than final budget amounts. The decrease in expenditures was primarily due to continued cost containment measures implemented by the District. The actual ending fund balance exceeded the estimated fund balance contained in the final amended budget by \$2,228,440.60.

CAPITAL ASSETS AND LONG-TERM DEBT

Capital Assets

The District's investment in capital assets for its governmental activities as of June 30, 2017, is \$187,343,407.77 (net of accumulated depreciation). This investment in capital assets includes land; construction in progress; improvements other than buildings; buildings and fixed equipment; furniture, fixtures, and equipment; motor vehicles; audio visual materials and computer software. During the 2016-17 fiscal year, the District completed a re-roofing project at Citrus Springs Elementary School, a kitchen remodeling project at Inverness Primary School, and several smaller projects throughout the District.

Additional information on the District's capital assets can be found in Notes I.F.4. and II.C. to the financial statements.

Long-Term Debt

At June 30, 2017, the District has total long-term debt outstanding of \$35,570,000, composed of \$570,000 of State School Bonds and \$35,000,000 of Certificates of Participation, Series 2010A – Qualified School Construction Bonds. During the current year, the District made \$420,000 in principal payments on the State School Bonds and a \$2,289,529 sinking fund deposit related to the Qualified School Construction Bonds.

Additional information on the District's long-term debt can be found in Notes II.H.1. through II.H.3. to the financial statements.

REQUESTS FOR INFORMATION

This report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning information provided in the MD&A or other required supplementary information, and financial statements and notes thereto, or requests for additional financial information should be addressed to the Director of Finance, Citrus County District School Board, 1007 West Main Street, Inverness, Florida 34450.

THIS PAGE INTENTIONALLY LEFT BLANK

BASIC FINANCIAL STATEMENTS

**Citrus County District School Board
Statement of Net Position
June 30, 2017**

	<u>Primary Government Governmental Activities</u>	<u>Component Units</u>
ASSETS		
Cash and Cash Equivalents	\$ 1,960,776.39	\$ 28,761.14
Investments	36,749,444.09	-
Accounts Receivable	101,151.29	-
Due from Other Agencies	3,382,213.93	59,891.80
Prepaid Items	846,297.95	3,897.46
Inventories	781,386.85	-
Capital Credits Receivable	1,063,326.33	-
Restricted Investment with Fiscal Agent	4,579,058.00	-
Capital Assets:		
Nondepreciable Capital Assets	6,260,105.74	-
Depreciable Capital Assets, Net	181,083,302.03	588,879.88
TOTAL ASSETS	<u>236,807,062.60</u>	<u>681,430.28</u>
DEFERRED OUTFLOWS OF RESOURCES		
Pensions	31,439,730.00	191,104.00
LIABILITIES		
Accrued Salaries and Benefits	161,823.12	3,486.33
Payroll Deductions and Withholdings	252,838.04	-
Accounts Payable	3,080,553.60	49,632.49
Construction Contracts Payable - Retained Percentage	26,821.86	-
Due to Other Agencies	3,899.11	-
Sales Tax Payable	641.32	-
Unearned Revenues	1,773,308.37	-
Estimated Liability for Self-Insurance Program	1,303,190.22	-
Long-Term Liabilities:		
Portion Due Within One Year	2,255,290.21	-
Portion Due After One Year	146,493,565.67	252,722.00
TOTAL LIABILITIES	<u>155,351,931.52</u>	<u>305,840.82</u>
DEFERRED INFLOWS OF RESOURCES		
Pensions	5,297,158.00	1,303.00
NET POSITION		
Net Investment in Capital Assets	151,773,407.77	588,879.88
Restricted for:		
State Required Carryover Programs	1,946,519.14	-
Debt Service	4,592,746.03	-
Capital Projects	22,299,091.43	-
Food Service	3,661,560.58	-
Other Purposes	716,946.94	-
Unrestricted	(77,392,568.81)	(23,489.42)
TOTAL NET POSITION	<u>\$ 107,597,703.08</u>	<u>\$ 565,390.46</u>

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

**Citrus County District School Board
Statement of Activities
For the Fiscal Year Ended June 30, 2017**

Functions/Programs	Expenses	Charges for Services	Program Revenues Operating Grants and Contributions
Primary Government			
Governmental Activities:			
Instruction	\$ 81,131,165.19	\$ 1,005,007.28	\$ -
Student Support Services	6,082,482.51	-	-
Instructional Media Services	1,616,465.71	-	-
Instruction and Curriculum Development Services	4,312,346.20	-	-
Instructional Staff Training Services	1,663,042.19	-	-
Instruction-Related Technology Board	2,128,322.00	-	-
General Administration	486,626.85	-	-
School Administration	1,249,716.93	-	-
Facilities Acquisition and Construction	9,100,590.88	-	-
Fiscal Services	1,464,661.22	34,825.57	-
Food Services	1,011,966.50	-	-
Central Services	6,925,586.82	1,208,525.82	6,040,831.06
Student Transportation Services	2,602,110.39	-	-
Operation of Plant	8,286,624.91	86,193.49	-
Maintenance of Plant	9,564,252.21	-	-
Administrative Technology Services	3,939,531.89	-	-
Community Services	2,250,389.09	-	-
Unallocated Interest on Long-Term Debt	1,020,335.64	-	-
Unallocated Depreciation Expense	522,497.66	-	-
Loss on Disposal of Capital Assets	7,790,289.34	-	-
	169,442.69	-	-
Total Primary Government	153,318,446.82	2,334,552.16	6,040,831.06
Component Units			
Charter Schools	\$ 1,439,541.95	\$ 0.00	\$ 0.00

General Revenues:

Taxes:

Property Taxes, Levied for Operational Purposes

Property Taxes, Levied for Capital Projects

Grants and Contributions Not Restricted to Specific Programs

Unrestricted Investment Earnings

Miscellaneous

Total General Revenues

Change in Net Position

Net Position - Beginning

Net Position - Ending

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

Net (Expense) Revenue and Changes in Net Position			
Capital Grants and Contributions	Primary Government		Component Units
	Governmental Activities		
\$ -	\$ (80,126,157.91)	\$ -	-
-	(6,082,482.51)	-	-
-	(1,616,465.71)	-	-
-	(4,312,346.20)	-	-
-	(1,663,042.19)	-	-
-	(2,128,322.00)	-	-
-	(486,626.85)	-	-
-	(1,249,716.93)	-	-
-	(9,100,590.88)	-	-
523,317.95	(906,517.70)	-	-
-	(1,011,966.50)	-	-
-	323,770.06	-	-
-	(2,602,110.39)	-	-
-	(8,200,431.42)	-	-
-	(9,564,252.21)	-	-
-	(3,939,531.89)	-	-
-	(2,250,389.09)	-	-
457,642.44	(562,693.20)	-	-
-	(522,497.66)	-	-
-	(7,790,289.34)	-	-
-	(169,442.69)	-	-
980,960.39	(143,962,103.21)	-	-
\$ 24,185.00	-	(1,415,356.95)	-
	47,642,620.13	-	-
	13,167,245.31	-	-
	75,041,033.88	1,291,875.94	-
	277,007.04	-	-
	3,475,288.41	20,998.79	-
	139,603,194.77	1,312,874.73	-
	(4,358,908.44)	(102,482.22)	-
	111,956,611.52	667,872.68	-
\$	107,597,703.08	\$ 565,390.46	-

**Citrus County District School Board
Balance Sheet – Governmental Funds
June 30, 2017**

	General Fund	Special Revenue - Other Fund	Debt Service - ARRA Economic Stimulus Fund
ASSETS			
Cash and Cash Equivalents	\$ 1,960,676.39	\$ -	\$ -
Investments	5,569,489.21	-	-
Accounts Receivable	36,762.89	-	-
Due from Other Funds	615,719.16	-	-
Due from Other Agencies	2,142,417.55	881,841.48	-
Prepaid Items	825,897.95	20,400.00	-
Inventories	405,844.94	-	-
Restricted Investment with Fiscal Agent	-	-	4,579,058.00
TOTAL ASSETS	\$ 11,556,808.09	\$ 902,241.48	\$ 4,579,058.00
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accrued Salaries and Benefits	\$ 124,487.72	\$ 31,402.45	\$ -
Payroll Deductions and Withholdings	237,917.76	11,899.11	-
Accounts Payable	1,955,785.55	243,220.76	-
Construction Contracts Payable - Retained Percentage	-	-	-
Due to Other Funds	-	615,719.16	-
Due to Other Agencies	3,899.11	-	-
Sales Tax Payable	641.32	-	-
Unearned Revenues	125,155.81	-	-
Total Liabilities	2,447,887.27	902,241.48	-
Fund Balances:			
Nonspendable:			
Prepaid Items	825,897.95	20,400.00	-
Inventories	405,844.94	-	-
Total Nonspendable Fund Balance	1,231,742.89	20,400.00	-
Restricted for:			
State Required Carryover Programs	1,946,519.14	-	-
Debt Service	-	-	4,579,058.00
Capital Projects	-	-	-
Food Service	-	-	-
Other Required Carryover Programs	716,946.94	-	-
Total Restricted Fund Balance	2,663,466.08	-	4,579,058.00
Assigned for:			
Self-Insurance	1,000,000.00	-	-
Other Purposes	168,895.58	-	-
Total Assigned Fund Balance	1,168,895.58	-	-
Unassigned Fund Balance	4,044,816.27	(20,400.00)	-
Total Fund Balances	9,108,920.82	-	4,579,058.00
TOTAL LIABILITIES AND FUND BALANCES	\$ 11,556,808.09	\$ 902,241.48	\$ 4,579,058.00

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

Capital Projects - Local Capital Improvement Fund	Other Governmental Funds	Total Governmental Funds
\$ -	\$ 100.00	\$ 1,960,776.39
22,599,788.23	3,414,725.03	31,584,002.47
-	-	36,762.89
-	-	615,719.16
312,354.73	45,600.17	3,382,213.93
-	-	846,297.95
-	342,303.60	748,148.54
-	-	4,579,058.00
<u>\$ 22,912,142.96</u>	<u>\$ 3,802,728.80</u>	<u>\$ 43,752,979.33</u>
\$ -	\$ 5,753.02	\$ 161,643.19
-	2,965.16	252,782.03
591,898.79	113,092.89	2,903,997.99
26,821.86	-	26,821.86
-	-	615,719.16
-	-	3,899.11
-	-	641.32
-	-	125,155.81
<u>618,720.65</u>	<u>121,811.07</u>	<u>4,090,660.47</u>
-	-	846,297.95
-	342,303.60	748,148.54
-	342,303.60	1,594,446.49
-	-	1,946,519.14
-	13,688.03	4,592,746.03
22,293,422.31	5,669.12	22,299,091.43
-	3,319,256.98	3,319,256.98
-	-	716,946.94
<u>22,293,422.31</u>	<u>3,338,614.13</u>	<u>32,874,560.52</u>
-	-	1,000,000.00
-	-	168,895.58
-	-	1,168,895.58
-	-	4,024,416.27
<u>22,293,422.31</u>	<u>3,680,917.73</u>	<u>39,662,318.86</u>
<u>\$ 22,912,142.96</u>	<u>\$ 3,802,728.80</u>	<u>\$ 43,752,979.33</u>

**Citrus County District School Board
 Reconciliation of the Governmental Funds Balance Sheet
 to the Statement of Net Position
 June 30, 2017**

Total Fund Balances - Governmental Funds \$ 39,662,318.86

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

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. 187,343,407.77

Capital credits to be received in future years are not available to liquidate liabilities in the governmental funds, but are accrued in the government-wide statements. 1,063,326.33

An internal service fund is used by management to charge the costs of certain activities, such as insurance, to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position. 2,134,934.00

Long-term liabilities are not due and payable in the fiscal year and, therefore, are not reported as liabilities in the governmental funds. Long-term liabilities at year end consist of:

Certificates of Participation Payable	\$ (35,000,000.00)	
Bonds Payable	(570,000.00)	
Compensated Absences Payable	(6,399,857.88)	
Net Pension Liability	(81,927,563.00)	
Other Postemployment Benefits Payable	<u>(24,851,435.00)</u>	(148,748,855.88)

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

Deferred Outflows Related to Pensions	\$ 31,439,730.00	
Deferred Inflows Related to Pensions	<u>(5,297,158.00)</u>	<u>26,142,572.00</u>

Net Position - Governmental Activities **\$ 107,597,703.08**

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

THIS PAGE INTENTIONALLY LEFT BLANK

**Citrus County District School Board
Statement of Revenues, Expenditures, and Changes in
Fund Balances – Governmental Funds
For the Fiscal Year Ended June 30, 2017**

	General Fund	Special Revenue - Other Fund	Debt Service - ARRA Economic Stimulus Fund
Revenues			
Intergovernmental:			
Federal Direct	\$ 205,955.12	\$ 828,021.54	\$ -
Federal Through State and Local State	929,354.62 62,898,631.81	10,820,849.99 -	- -
Local:			
Property Taxes	47,642,620.13	-	-
Impact Fees	-	-	-
Charges for Services - Food Service	-	-	-
Miscellaneous	3,778,102.48	-	-
Total Local Revenues	51,420,722.61	-	-
Total Revenues	115,454,664.16	11,648,871.53	-
Expenditures			
Current - Education:			
Instruction	72,924,245.03	5,565,702.09	-
Student Support Services	5,101,590.52	782,877.29	-
Instructional Media Services	1,547,511.08	16,330.73	-
Instruction and Curriculum Development Services	1,502,606.02	2,669,352.12	-
Instructional Staff Training Services	882,121.28	726,780.72	-
Instruction-Related Technology Board	1,975,254.88 470,784.75	83,779.78 -	- -
General Administration	473,031.21	736,001.30	-
School Administration	8,804,512.16	-	-
Facilities Acquisition and Construction	304,491.74	-	-
Fiscal Services	979,022.02	-	-
Food Services	-	-	-
Central Services	2,444,674.25	72,884.59	-
Student Transportation Services	8,013,761.46	3,093.09	-
Operation of Plant	9,252,888.81	-	-
Maintenance of Plant	3,811,280.77	-	-
Administrative Technology Services	2,177,127.87	-	-
Community Services	95,194.32	891,924.38	-
Fixed Capital Outlay:			
Facilities Acquisition and Construction	36,793.60	-	-
Other Capital Outlay	347,305.00	100,145.44	-
Debt Service:			
Principal	-	-	-
Interest and Fiscal Charges	-	-	473,875.50
Total Expenditures	121,144,196.77	11,648,871.53	473,875.50
Excess (Deficiency) of Revenues Over Expenditures	(5,689,532.61)	-	(473,875.50)
Other Financing Sources (Uses)			
Transfers In	6,382,120.74	-	2,763,404.50
Sale of Capital Assets	-	-	-
Loss Recoveries	45,200.71	-	-
Transfers Out	(605,963.93)	-	-
Total Other Financing Sources (Uses)	5,821,357.52	-	2,763,404.50
Net Change in Fund Balances	131,824.91	-	2,289,529.00
Fund Balances, Beginning	8,977,095.91	-	2,289,529.00
Fund Balances, Ending	\$ 9,108,920.82	\$ 0.00	\$ 4,579,058.00

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

Capital Projects - Local Capital Improvement Fund	Other Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ 1,033,976.66
-	5,956,979.06	17,707,183.67
-	1,247,879.30	64,146,511.11
13,167,245.31	-	60,809,865.44
-	294.00	294.00
-	1,208,525.82	1,208,525.82
152,771.08	35,388.03	3,966,261.59
<u>13,320,016.39</u>	<u>1,244,207.85</u>	<u>65,984,946.85</u>
<u>13,320,016.39</u>	<u>8,449,066.21</u>	<u>148,872,618.29</u>
-	-	78,489,947.12
-	-	5,884,467.81
-	-	1,563,841.81
-	-	4,171,958.14
-	-	1,608,902.00
-	-	2,059,034.66
-	-	470,784.75
-	-	1,209,032.51
-	-	8,804,512.16
507,953.31	-	812,445.05
-	-	979,022.02
-	6,699,774.77	6,699,774.77
-	-	2,517,558.84
-	-	8,016,854.55
-	-	9,252,888.81
-	-	3,811,280.77
-	-	2,177,127.87
-	-	987,118.70
2,650,978.46	247,183.31	2,934,955.37
1,595,890.58	137,011.40	2,180,352.42
-	420,000.00	420,000.00
-	48,622.16	522,497.66
<u>4,754,822.35</u>	<u>7,552,591.64</u>	<u>145,574,357.79</u>
<u>8,565,194.04</u>	<u>896,474.57</u>	<u>3,298,260.50</u>
-	5,963.93	9,151,489.17
1,917.07	-	1,917.07
-	-	45,200.71
<u>(8,632,530.24)</u>	<u>(512,995.00)</u>	<u>(9,751,489.17)</u>
<u>(8,630,613.17)</u>	<u>(507,031.07)</u>	<u>(552,882.22)</u>
(65,419.13)	389,443.50	2,745,378.28
22,358,841.44	3,291,474.23	36,916,940.58
<u>\$ 22,293,422.31</u>	<u>\$ 3,680,917.73</u>	<u>\$ 39,662,318.86</u>

**Citrus County District School Board
 Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,
 and Changes in Fund Balances to the Statement of Activities
 For the Fiscal Year Ended June 30, 2017**

Net Change in Fund Balances - Governmental Funds **\$ 2,745,378.28**

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

Capital outlays are reported in the governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense in excess of capital outlays in the current fiscal year. (3,316,951.45)

The loss on the disposal of capital assets during the current fiscal year is reported in the statement of activities. In the governmental funds, the cost of these assets was recognized as an expenditure in the fiscal year purchased. Thus, the change in net position differs from the change in fund balance by the undepreciated cost of the disposed assets. (169,442.69)

Capital credits to be received in future years are accrued in the government-wide statements, but the credits do not provide current financial resources and are not recognized in the governmental funds.

	Current Year Accruals	\$ 1,063,326.33	
	Less: Prior Year Accruals	<u>(1,023,524.02)</u>	39,802.31

Repayment of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount of repayments in the current year. 420,000.00

In the statement of activities, the cost of compensated absences is measured by the amounts earned during the year, while in the governmental funds, expenditures are recognized based on the amounts actually paid for compensated absences. This is the net amount of compensated absences earned in excess of the amount paid in the current fiscal year. (611,719.52)

Other postemployment benefits costs are recorded in the statement of activities under the full accrual basis of accounting, but are not recorded in the governmental funds until paid. This is the net increase in the other postemployment benefits liability for the current fiscal year. (2,361,635.00)

Governmental funds report District pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned net of employee contributions is reported as a pension expense.

	FRS Pension Contribution	\$ 5,122,914.00	
	HIS Pension Contribution	1,423,648.00	
	FRS Pension Expense	(6,916,437.00)	
	HIS Pension Expense	<u>(2,342,889.00)</u>	(2,712,764.00)

An internal service fund is used by management to charge the cost of certain activities, such as insurance, to individual funds. The net revenue of internal service fund is reported with governmental activities. 1,608,423.63

Change in Net Position - Governmental Activities **\$ (4,358,908.44)**

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

**Citrus County District School Board
Statement of Net Position – Proprietary Fund
June 30, 2017**

	<u>Governmental Activities - Internal Service Fund</u>
ASSETS	
Current Assets:	
Investments	\$ 5,165,441.62
Accounts Receivable	64,388.40
Inventories	33,238.31
	<u>5,263,068.33</u>
TOTAL ASSETS	<u>5,263,068.33</u>
LIABILITIES	
Current Liabilities:	
Accrued Salaries and Benefits	179.93
Payroll Deductions and Withholdings	56.01
Accounts Payable	176,555.61
Unearned Revenues	1,648,152.56
Estimated Liability for Self-Insurance Program	1,303,190.22
	<u>3,128,134.33</u>
TOTAL LIABILITIES	<u>3,128,134.33</u>
NET POSITION	
Unrestricted	<u>2,134,934.00</u>
TOTAL NET POSITION	<u>\$ 2,134,934.00</u>

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

**Citrus County District School Board
Statement of Revenues, Expenses, and Changes in Fund
Net Position – Proprietary Fund
For the Fiscal Year Ended June 30, 2017**

	Governmental Activities - Internal Service Fund
OPERATING REVENUES	
Charges for Services	\$ 8,370.00
Premiums	14,832,785.88
Other	1,626,736.63
Total Operating Revenues	16,467,892.51
OPERATING EXPENSES	
Salaries	4,277.65
Employee Benefits	702.28
Purchased Services	3,315,555.39
Energy Services	3,468.58
Materials and Supplies	28,426.83
Capital Outlay	6,205.56
Insurance Claims	12,130,258.51
Total Operating Expenses	15,488,894.80
Operating Income	978,997.71
NONOPERATING REVENUES	
Investment Income	29,425.92
Income Before Transfers	1,008,423.63
Transfers In	600,000.00
Change in Net Position	1,608,423.63
Total Net Position - Beginning	526,510.37
Total Net Position - Ending	\$ 2,134,934.00

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

**Citrus County District School Board
Statement of Cash Flows – Proprietary Fund
For the Fiscal Year Ended June 30, 2017**

	Governmental Activities - Internal Service Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash Received from Premiums	\$ 14,992,072.67
Cash Received from Other Operating Revenues	2,068,020.84
Cash Payments to Suppliers for Goods and Services	(3,618,673.00)
Cash Payments to Employees for Services	(4,743.99)
Cash Payments for Insurance Claims	(12,604,905.43)
Net Cash Provided by Operating Activities	831,771.09
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Transfer from Other Funds	600,000.00
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of Investments	(3,139,622.78)
Interest Income	29,425.92
Net Cash Used by Investing Activities	(3,110,196.86)
Net Decrease in Cash and Cash Equivalents	(1,678,425.77)
Cash and Cash Equivalents, Beginning	1,678,425.77
Cash and Cash Equivalents, Ending	\$ 0.00

Reconciliation of Operating Income to Net Cash Provided by Operating Activities:

Operating Income	\$ 978,997.71
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Changes in Assets and Liabilities:	
Accounts Receivable	441,284.21
Inventories	660.39
Accrued Salaries and Benefits	179.93
Payroll Deductions and Withholdings	56.01
Accounts Payable	(265,677.03)
Unearned Revenues	150,916.79
Estimated Liability for Self-Insurance Program	(474,646.92)
Total Adjustments	(147,226.62)
Net Cash Provided by Operating Activities	\$ 831,771.09

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

**Citrus County District School Board
Statement of Fiduciary Net Position – Fiduciary Funds
June 30, 2017**

	Private-Purpose Trust Fund	Agency Funds
ASSETS		
Cash and Cash Equivalents	\$ 341,951.41	\$ 2,362,150.00
Accounts Receivable	-	136,707.00
Inventories	-	3,549.00
	\$ 341,951.41	\$ 2,502,406.00
LIABILITIES		
Accounts Payable	\$ -	\$ 7,215.00
Internal Accounts Payable	-	2,495,191.00
	-	\$ 2,502,406.00
NET POSITION		
Held in Trust for Scholarships and Other Purposes	341,951.41	
	\$ 341,951.41	

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

**Citrus County District School Board
Statement of Changes in Fiduciary Net Position – Fiduciary Funds
For the Fiscal Year Ended June 30, 2017**

	Private-Purpose Trust Fund
ADDITIONS	
Contributions:	
Gifts, Grants, Endowments, and Bequests	\$ 177,007.58
Investment Income:	
Interest, Dividends, and Other	2,516.83
Total Additions	179,524.41
DEDUCTIONS	
Scholarship Payments	53,307.00
Change in Net Position	126,217.41
Net Position - Beginning	215,734.00
Net Position - Ending	\$ 341,951.41

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

NOTES TO FINANCIAL STATEMENTS

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. Governmental activities are normally supported by taxes, intergovernmental revenues, and other nonexchange transactions. The primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the Citrus County School District's (District) governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function. Depreciation expense is not readily associated with a particular function and is reported as unallocated.

B. Reporting Entity

The Citrus County District School Board (Board) has direct responsibility for operation, control, and supervision of District schools and is considered a primary government for financial reporting. The District is considered part of the Florida system of public education, operates under the general direction of the Florida Department of Education (FDOE), and is governed by State law and State Board of Education (SBE) rules. The governing body of the District is the Board, which is composed of five elected members. The elected Superintendent of Schools is the executive officer of the Board. Geographic boundaries of the District correspond with those of Citrus County.

Criteria for determining if other entities are potential component units that should be reported within the District's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any legally separate entities for which the Board is financially accountable and other organizations for which the nature and significance of their relationship with the Board are such that exclusion would cause the District's basic financial statements to be misleading. Based on the application of these criteria, the following component units are included within the District's reporting entity:

Blended Component Unit. Blended component units are, in substance, part of the District's operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the District. The Citrus County School Board Leasing Corporation (Leasing Corporation) was formed to facilitate financing for the acquisition of facilities and equipment as further discussed in Note II.H.1. Due to the substantive economic relationship between the District and the Leasing Corporation, the financial activities of the Leasing Corporation are included in the accompanying basic financial statements. Separate financial statements for the Leasing Corporation are not published.

Discretely Presented Component Units. The component units' columns in the government-wide financial statements include the financial data of the District's other component units. A separate column is used to emphasize that they are legally separate from the District.

The Academy of Environmental Science, Inc. and Citrus MYcroSchool of Integrated Academics and Technologies, Inc. (charter schools), are not-for-profit corporations organized pursuant to Chapter 617, Florida Statutes, the Florida Not For Profit Corporation Act, and Section 1002.33, Florida Statutes. The charter schools operate under charters approved by their sponsor, the Citrus County District School Board. The charter schools are considered to be component units of the District because the District is financially accountable for the charter schools as the District established the charter schools by approval of the charter, which is tantamount to the initial appointment of the charter schools, and there is the potential for the charter schools to impose specific financial burdens on the District. In addition, pursuant to the Florida Constitution, the charter schools are public schools and the District is responsible for the operation, control, and supervision of public schools within the District.

The financial data reported on the accompanying statements was derived from the charter schools' audited financial statements for the fiscal year ended June 30, 2017. The audit reports are filed in the District's administrative offices at 1007 West Main Street, Inverness, Florida 34450.

C. Basis of Presentation: Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds and the internal service fund. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

The effects of interfund activity have been eliminated from the government-wide financial statements except for interfund services provided and used.

D. Basis of Presentation: Fund Financial Statements

The fund financial statements provide information about the District's funds, including the fiduciary funds and blended component units. Separate statements for each fund category – governmental, proprietary, and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

The District reports the following major governmental funds:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Special Revenue – Other Fund – to account for certain Federal grant program resources.
- Debt Service – ARRA Economic Stimulus Fund – to account for the accumulation of resources for, and the payment of, debt principal, interest, and related costs for the 2010A Qualified School Construction Bonds (QSCBs).

- Capital Projects – Local Capital Improvement Fund – to account for the financial resources generated by the local capital improvement tax levy to be used for educational capital outlay needs, including new construction, renovation and remodeling projects, new and replacement equipment, and debt service payments on certificates of participation (COP).

Additionally, the District reports the following proprietary and fiduciary fund types:

- Internal Service Fund – to account for the District’s Employee Health Self-insurance program and Wellness Center.
- Private-Purpose Trust Fund – to account for various endowments in the school internal funds for Citrus High School and Withlacoochee Technical College students, which are used for student scholarships.
- Agency Funds – to account for resources of the school internal funds, which are used to administer moneys collected at several schools in connection with school, student athletic, class, and club activities.

During the course of operations, the District has activity between funds for various purposes. Any residual balances outstanding at fiscal year end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in and out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized in the year for which they are levied. Revenues from grants, entitlements, and donations are recognized as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues, except for certain grant 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 30 days of the end of the current fiscal year. When grant

terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 30 days of year end). Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditures are generally recognized when the related fund liability is incurred, as under accrual accounting. However, debt service expenditures, claims and judgments, pension benefits, other postemployment benefits, and compensated absences, are only recorded when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources. Allocations of cost, such as depreciation, are not recognized in governmental funds.

The proprietary and private-purpose trust funds are reported using the economic resources measurement focus and the accrual basis of accounting. The agency funds have no measurement focus but utilize the accrual basis of accounting for reporting assets and liabilities.

The charter schools are accounted for as governmental organizations and follow the same accounting model as the District's governmental activities.

F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term liquid investments with original maturities of 50 days or less. Investments classified as cash equivalents include amounts placed with the State Board of Administration (SBA) in Florida PRIME.

Cash deposits are held by banks qualified as public depositories under Florida law. All deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

2. Investments

Investments consist of amounts placed in the SBA debt service accounts for investment of debt service moneys, amounts placed with the SBA for participation in the Florida PRIME investment pool created by Section 218.405, Florida Statutes, and those made locally. The investment pool operates under investment guidelines established by Section 215.47, Florida Statutes.

The District's investments in Florida PRIME, which the SBA indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. These investments are reported at fair value, which is amortized cost.

Investments made locally consist of a certificate of deposit which is reported at amortized cost and a United States Treasury obligation and local government investment pool, which are reported at fair value.

Types and amounts of investments held at fiscal year end are described in a subsequent note.

3. Inventories and Prepaid Items

Inventories consist of expendable supplies held for consumption in the course of District operations. Inventories are stated at weighted average cost or the first-in, first-out basis except that United States Department of Agriculture donated foods are stated at their fair value as determined at the time of donation to the District's food service program by the Florida Department of Agriculture and Consumer Services, Bureau of Food Distribution. The costs of inventories are recorded as expenditures when used rather than purchased.

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. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

4. Capital Assets

Expenditures for capital assets acquired or constructed for general District purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the District as those costing more than \$1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at acquisition value at the date of donation. Interest costs incurred during construction of capital assets are not considered material and are not capitalized as part of the cost of construction.

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

<u>Description</u>	<u>Estimated Useful Lives</u>
Improvements Other Than Buildings	20 years
Buildings and Fixed Equipment	50 years
Furniture, Fixtures, and Equipment	5 - 20 years
Motor Vehicles	7 - 10 years
Audio Visual Materials and Computer Software	5 years

Current year information relative to changes in capital assets is described in a subsequent note.

5. Pensions

In the government-wide statement of net position, liabilities are recognized for the District's proportionate share of each pension plan's net pension liability. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida

Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and the HIS fiduciary net position have been determined on the same basis as they are reported by the FRS and the HIS plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The District's retirement plans and related amounts are described in a subsequent note.

6. Long-Term Liabilities

Long-term obligations that will be financed from resources to be received in the future by governmental funds are reported as liabilities in the government-wide statement of net position.

In the governmental fund financial statements, bonds and other long-term obligations are not recognized as liabilities until due.

Changes in long-term liabilities for the current year are reported in a subsequent note.

7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports 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 future periods and so will not be recognized as an outflow of resources (expense) until then. The District only has one item that qualifies for reporting in this category. The item, deferred outflows of resources related to pensions, is discussed in a subsequent note.

In addition to liabilities, the statement of net position reports 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 future periods and so will not be recognized as an inflow of resources (revenue) until that time. The District only has one item that qualifies for reporting in this category. The item, deferred inflows of resources related to pensions, is discussed in a subsequent note.

8. Net Position Flow Assumption

The District occasionally funds outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. To calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. Consequently, it is the District's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

9. Fund Balance Flow Assumptions

The District may fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). To calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in

which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

10. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the District's highest level of decision-making authority. The Board is the highest level of decision-making authority for the District that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation. The District reported no committed fund balances at June 30, 2017.

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 committed. The Board, by adoption of Board Policy 7.20, authorized the finance director to assign fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

In addition, the District has adopted Board Policy 7.10 which provides for an adequate unassigned fund balance to cover unforeseen events including, but not limited to, revenue shortfalls and student enrollment under-projections. This policy provides, when feasible, that the adopted annual operating fund budget approved by the Board include an unassigned fund balance which is at least 3.5 percent of the recurring revenues budget.

G. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than program revenues. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues

identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

2. State Revenue Sources

Significant revenues from State sources for current operations include the Florida Education Finance Program administered by the FDOE under the provisions of Section 1011.62, Florida Statutes. In accordance with this law, the District determines and reports the number of full-time equivalent (FTE) students and related data to the FDOE. The FDOE performs certain edit checks on the reported number of FTE and related data and calculates the allocation of funds to the District. The District is permitted to amend its original reporting for a period of 5 months following the date of the original reporting. Such amendments may impact funding allocations for subsequent fiscal years. The FDOE may also adjust subsequent fiscal period allocations based upon an audit of the District's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the fiscal year when the adjustments are made.

The State provides financial assistance to administer certain educational programs. SBE rules require that revenue earmarked for certain programs be expended only for the program for which the money is provided, and require that the money not expended as of the close of the fiscal year be carried forward into the following fiscal year to be expended for the same educational programs. The FDOE generally requires that these educational program revenues be accounted for in the General Fund. A portion of the fund balance of the General Fund is restricted in the governmental fund financial statements for the balance of categorical and earmarked educational program resources.

The State allocates gross receipts taxes, generally known as Public Education Capital Outlay money, to the District on an annual basis. The District is authorized to expend these funds only upon applying for and receiving an encumbrance authorization from the FDOE.

A schedule of revenue from State sources for the current year is presented in a subsequent note.

3. District Property Taxes

The Board is authorized by State law to levy property taxes for district school operations, capital improvements, and debt service.

Property taxes consist of ad valorem taxes on real and personal property within the District. Property values are determined by the Citrus County Property Appraiser, and property taxes are collected by the Citrus County Tax Collector.

The Board adopted the 2016 tax levy on September 13, 2016. Tax bills are mailed in October and taxes are payable between November 1 of the year assessed and March 31 of the following year at discounts of up to 4 percent for early payment.

Taxes become a lien on the property on January 1, and are delinquent on April 1, of the year following the year of assessment. State law provides for enforcement of collection of personal property taxes by seizure of the property to satisfy unpaid taxes, and for enforcement of collection

of real property taxes by the sale of interest-bearing tax certificates to satisfy unpaid taxes. The procedures result in the collection of essentially all taxes prior to June 30 of the year following the year of assessment.

Property tax revenues are recognized in the government-wide financial statements when the Board adopts the tax levy. Property tax revenues are recognized in the governmental fund financial statements when taxes are received by the District, except that revenue is accrued for taxes collected by the Citrus County Tax Collector at fiscal year end but not yet remitted to the District.

Millages and taxes levied for the current year are presented in a subsequent note.

4. Educational Impact Fees

Citrus County (County) imposes an educational impact fee based on an ordinance adopted by the County Commission in 1986. This ordinance was most recently amended on April 28, 2015, when Ordinance 2015-A07 was adopted with an effective date of July 29, 2015. The educational impact fee is collected by the County and each municipality within the County based on an interlocal agreement. The fees are to be used solely for the purpose of providing capital improvements to the public educational system necessitated by new residential development, and shall not be used for any expenditure that would be classified as a maintenance or repair expense. The authorized uses include, but are not limited to, land acquisition; facility design and construction costs; furniture and equipment; and payment of principal, interest, and related costs of indebtedness necessitated by new residential development. The assessment of educational impact fees was initially suspended through January 13, 2017, pursuant to Ordinance 2015-A02, and subsequently suspended through May 12, 2017, pursuant to Ordinance 2016-A43.

5. Federal Revenue Sources

The District receives Federal awards for the enhancement of various educational programs. Federal awards are generally received based on applications submitted to, and approved by, various granting agencies. For Federal awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

6. Compensated Absences

In the government-wide financial statements, compensated absences (i.e., paid absences for employee vacation leave and sick leave) are accrued as liabilities to the extent that it is probable that the benefits will result in termination payments. A liability for these amounts is reported in the governmental fund financial statements only if it has matured, such as for occurrences of employee resignations and retirements. The liability for compensated absences includes salary-related benefits, where applicable.

7. Proprietary Fund Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and

delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the District's internal service fund are charges for employee health insurance premiums. Operating expenses include insurance claims, premiums for excess insurance coverage, and operating the Wellness Center. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

II. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

A. Cash Deposits with Financial Institutions

Custodial Credit Risk-Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to the District. The District does not have a policy for custodial credit risk. All bank balances of the District are fully insured or collateralized as required by Chapter 280, Florida Statutes. Certificates of deposit will be placed in the provider's safekeeping department for the term of the deposit. The certificates of deposit totaling \$3,093,469.72 are held in a bank qualified as a public depository under Florida law.

B. Investments

The District's investments at June 30, 2017, are reported as follows:

Investments	Market Value	Maturities			S&P Rating	Maturity
		6 Months or Less	6 Months to 3 Years	Greater than 3 Years		
SBA:						
Florida PRIME (1)	\$ 270,111.21	\$ 270,111.21	\$ -	\$ -	AAAm	39 Day Average
Debt Service Accounts	13,688.03	13,688.03	-	-	(2)	6 Months
Florida Fixed Income Trust (FIT):						
Commercial Paper Pool	27,264,063.61	27,264,063.61	-	-	AAAf	3 months
1-3 Year Fund	6,378,222.73	-	6,378,222.73	-	AAf	2.36 Year average
Bank of New York Mellon						
U.S. Treasury Strip Coupon (3)	4,579,058.00	-	-	4,579,058.00	(4)	February 2027
Certificates of Deposit	3,093,469.72	3,093,469.72	-	-	NA	July 2017
Total Investments	\$41,598,613.30	\$ 30,641,332.57	\$ 6,378,222.73	\$4,579,058.00		

- Notes: (1) This investment is reported as a cash equivalent for financial statement reporting purposes.
(2) The District relies on the policies developed by the SBA for managing interest rate risk and credit risk for this investment.
(3) Investment held under a paying agent agreement for the 2010A-Qualified School Construction Bonds (see Note II.H.1.).
(4) Disclosure of credit risk is not required for this investment type.

Fair Value Measurement

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. The District's investments, other than Florida Prime and Florida FIT, are measured at their fair value using Level 1 inputs. Level 1 inputs are quoted market prices in active markets for identical assets. Florida PRIME and Florida FIT are measured at net asset value of \$1 per share.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Section 218.415(17), Florida Statutes, limits investment maturities to provide sufficient liquidity to pay obligations as they come due. The District's investment policy limits interest rate risk by attempting to match investment maturities with known cash needs and anticipated cash flow requirements. Investments of current operating funds will have maturities of no longer than 18 months. Investments of bond reserves, construction funds, and other nonoperating funds (core funds) shall have a term appropriate to the need for funds, and in accordance with debt covenants, but should not exceed 5 years, and the average duration of the funds as a whole may not exceed 3 years.

Florida PRIME and FIT use a weighted average days to maturity (WAM). A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of the portfolio to interest rate changes.

For Florida PRIME, with regard to redemption gates, Section 218.409(8)(a), Florida Statutes, states, "The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the executive director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board [State Board of Administration] can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The trustees shall convene an emergency meeting as soon as practicable from the time the executive director has instituted such measures and review the necessity of those measures. If the trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the executive director until the trustees are able to meet to review the necessity for the moratorium. If the trustees agree with such measures, the trustees shall vote to continue the measures for up to an additional 15 days. The trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the trustees exceed 15 days." As of June 30, 2017, there were no redemption fees, maximum transaction amounts, or any other requirements that serve to limit a participant's daily access to 100 percent of their account value.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Section 218.415(17), Florida Statutes, limits investments to the SBA's Florida PRIME, or any other intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes; Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits in qualified public depositories, as defined in Section 280.02, Florida Statutes; and direct obligations of the United States Treasury. The District's investment policy limits investments to bids from qualified depositories, certificates of deposit, time deposits, securities of the

United States Government, including obligations of the United States Treasury and other Federal agencies; investment pools managed and directed by an approved agency of the State; and SEC registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

The District's investments in the SBA debt service accounts are to provide for debt service payments on bond debt issued by the SBE for the benefit of the District. The District relies on policies developed by the SBA for managing interest rate risk and credit risk for this account. Disclosures for the Debt Service Accounts are included in the notes to financial statements of the State's Comprehensive Annual Financial Report.

Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. The District's investment policy pursuant to Section 218.415(18), Florida Statutes, requires that securities, with the exception of certificates of deposits, shall be held with a third-party custodian; and all securities purchased by, and all collateral obtained by the District should be properly designated as an asset of the District. The securities must be held in an account separate and apart from the assets of the financial institution. A third-party custodian is defined as any bank depository chartered by the Federal government, the State of Florida, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida.

As of June 30, 2017, the District's investment portfolio was held with a third-party custodian as required by the District's investment policy.

C. Changes in Capital Assets

Changes in capital assets are presented in the table below:

	Beginning Balance	Additions	Deletions	Ending Balance
GOVERNMENTAL ACTIVITIES				
Capital Assets Not Being Depreciated:				
Land	\$ 5,250,134.97	\$ -	\$ -	\$ 5,250,134.97
Construction in Progress	1,059,042.69	2,288,345.84	2,337,417.76	1,009,970.77
Total Capital Assets Not Being Depreciated	6,309,177.66	2,288,345.84	2,337,417.76	6,260,105.74
Capital Assets Being Depreciated:				
Improvements Other Than Buildings	31,173,968.63	486,648.88	-	31,660,617.51
Buildings and Fixed Equipment	229,004,216.81	1,850,768.88	-	230,854,985.69
Furniture, Fixtures, and Equipment	27,344,908.75	1,924,323.15	2,228,091.92	27,041,139.98
Motor Vehicles	19,377,110.96	255,868.90	926,335.15	18,706,644.71
Audio Visual Materials and Computer Software	3,173,277.53	4,800.00	32,466.82	3,145,610.71
Total Capital Assets Being Depreciated	310,073,482.68	4,522,409.81	3,186,893.89	311,408,998.60
Less Accumulated Depreciation for:				
Improvements Other Than Buildings	15,745,515.40	927,000.51	-	16,672,515.91
Buildings and Fixed Equipment	69,848,157.84	4,533,514.08	-	74,381,671.92
Furniture, Fixtures, and Equipment	22,211,235.25	1,262,165.92	2,071,244.64	21,402,156.53
Motor Vehicles	14,665,943.58	1,035,773.38	913,739.75	14,787,977.21
Audio Visual Materials and Computer Software	3,082,006.36	31,835.45	32,466.81	3,081,375.00
Total Accumulated Depreciation	125,552,858.43	7,790,289.34	3,017,451.20	130,325,696.57
Total Capital Assets Being Depreciated, Net	184,520,624.25	(3,267,879.53)	169,442.69	181,083,302.03
Governmental Activities Capital Assets, Net	\$ 190,829,801.91	\$ (979,533.69)	\$ 2,506,860.45	\$ 187,343,407.77

The District's capital assets serve several functions; accordingly, depreciation expense, which totaled \$7,790,289.34 is charged to unallocated depreciation on the statement of activities.

D. Retirement Plans

1. FRS – Defined Benefit Pension Plans

General Information about the FRS

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree HIS Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the District are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site (www.dms.myflorida.com).

The District's FRS and HIS pension expense totaled \$9,259,326 for the fiscal year ended June 30, 2017.

FRS Pension Plan

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are:

- *Regular* – Members of the FRS who do not qualify for membership in the other classes.
- *Elected County Officers* – Members who hold specified elective offices in local government.
- *Senior Management Service* – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Employees enrolled in the Plan may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following table shows the percentage value for each year of service credit earned:

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>Percent Value</u>
Regular members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
Regular members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
Elected County Officers	3.00
Senior Management Service	2.00

As provided in Section 121.101, Florida Statutes, if the member was initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member was initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2016-17 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Salary</u>	
	<u>Employee</u>	<u>Employer (1)</u>
FRS, Regular	3.00	7.52
FRS, Elected County Officers	3.00	42.47
FRS, Senior Management Service	3.00	21.77
DROP – Applicable to Members from All of the Above Classes	0.00	12.99
FRS, Reemployed Retiree	(2)	(2)

Notes: (1) Employer rates include 1.66 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.06 percent for administrative costs of the Investment Plan.

(2) Contribution rates are dependent upon retirement class in which reemployed.

The District's contributions to the Plan totaled \$5,122,914 for the fiscal year ended June 30, 2017.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2017, the District reported a liability of \$50,374,400 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The District's proportionate share of the net pension liability was based on the District's 2015-16 fiscal year contributions relative to the total 2015-16 fiscal year contributions of all participating members. At June 30, 2016, the District's proportionate share was 0.199501954 percent, which was a decrease of 0.013692136 from its proportionate share measured as of June 30, 2015.

For the fiscal year ended June 30, 2017, the District recognized the Plan pension expense of \$6,916,437. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 3,857,052	\$ 469,020
Change of assumptions	3,047,500	-
Net difference between projected and actual earnings on FRS pension plan investments	13,021,169	-
Changes in proportion and differences between District FRS contributions and proportionate share of contributions	-	3,435,620
District FRS contributions subsequent to the measurement date	5,122,914	-
Total	\$ 25,048,635	\$ 3,904,640

The deferred outflows of resources related to pensions resulting from District contributions to the Plan subsequent to the measurement date, totaling \$5,122,914, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2018	\$ 1,915,473
2019	1,915,473
2020	6,991,933
2021	4,672,443
2022	395,570
Thereafter	130,189
Total	\$ 16,021,081

Actuarial Assumptions. The total pension liability in the July 1, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary increases	3.25 percent, average, including inflation
Investment rate of return	7.60 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the Generational RP-2000 with Projection Scale BB.

The actuarial assumptions used in the July 1, 2016, valuation were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1%	3.0%	3.0%	1.7%
Fixed Income	18%	4.7%	4.6%	4.6%
Global Equity	53%	8.1%	6.8%	17.2%
Real Estate (Property)	10%	6.4%	5.8%	12.0%
Private Equity	6%	11.5%	7.8%	30.0%
Strategic Investments	12%	6.1%	5.6%	11.1%
Total	100%			
Assumed inflation - Mean			2.6%	1.9%

Note: (1) As outlined in the Plan's investment policy.

Discount Rate. The discount rate used to measure the total pension liability was 7.6 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit

payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. The discount rate used in the 2016 valuation was updated from 7.65 percent to 7.6 percent.

Sensitivity of the District's 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 7.6 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.6 percent) or 1 percentage point higher (8.6 percent) than the current rate:

	<u>1% Decrease (6.6%)</u>	<u>Current Discount Rate (7.6%)</u>	<u>1% Increase (8.6%)</u>
District's proportionate share of the net pension liability	\$ 92,742,681	\$ 50,374,400	\$ 15,108,402

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

HIS Pension Plan

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Federal Medicare.

Contributions. The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2017, the contribution rate was 1.66 percent of payroll pursuant to Section 112.363, Florida Statutes. The District contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The District's contributions to the HIS Plan totaled \$1,423,648 for the fiscal year ended June 30, 2017.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2017, the District reported a net pension liability of \$31,553,163 for its proportionate share of the HIS Plan's net pension liability. The current portion of the net pension liability is the District's proportionate share of benefit payments expected to be paid within 1 year, net of the District's proportionate share of the HIS Plan's fiduciary net position available to pay that amount. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The District's proportionate share of the net pension liability was based on the District's 2015-16 fiscal year contributions relative to the total 2015-16 fiscal year contributions of all participating members. At June 30, 2016, the District's proportionate share was 0.270736029 percent, which was a decrease of 0.000718702 from its proportionate share measured as of June 30, 2015.

For the fiscal year ended June 30, 2017, the District recognized the HIS Plan pension expense of \$2,342,889. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 71,866
Change of assumptions	4,951,493	-
Net difference between projected and actual earnings on HIS pension plan investments	15,954	-
Changes in proportion and differences between District HIS contributions and proportionate share of HIS contributions	-	1,320,652
District contributions subsequent to the measurement date	1,423,648	-
Total	\$ 6,391,095	\$ 1,392,518

The deferred outflows of resources related to pensions resulting from District contributions to the HIS Plan subsequent to the measurement date, totaling \$1,423,648, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2018	\$ 597,863
2019	597,863
2020	594,825
2021	593,367
2022	586,415
Thereafter	604,596
Total	\$ 3,574,929

Actuarial Assumptions. The total pension liability in the July 1, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary Increases	3.25 percent, average, including inflation
Municipal bond rate	2.85 percent

Mortality rates were based on the Generational RP-2000 with Projected Scale BB.

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 2.85 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index. The discount rate used in the 2016 valuation was updated from 3.8 percent to 2.85 percent

Sensitivity of the District's 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 2.85 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.85 percent) or 1 percentage point higher (3.85 percent) than the current rate:

	<u>1% Decrease (1.85%)</u>	<u>Current Discount Rate (2.85%)</u>	<u>1% Increase (3.85%)</u>
District's proportionate share of the net pension liability	\$ 36,198,646	\$ 31,553,163	\$ 27,697,665

Pension Plan Fiduciary Net Position. Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

2. FRS – Defined Contribution Pension Plan

The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. District employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Retirement benefits are based upon the value of the member's account upon retirement. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular, Elected County Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2016-17 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	6.30
FRS, Elected County Officers	11.34

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings, regardless of membership class. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the District.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a

lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided in which the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan or remain in the Investment Plan and rely upon that account balance for retirement income.

The District's Investment Plan pension expense totaled \$774,198.04 for the fiscal year ended June 30, 2017.

E. Other Postemployment Benefit Obligations

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the District. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the District, or its component unit, The Academy of Environmental Science, Inc., are eligible to participate in the District's health, life, and prescription drug coverage. The District subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because retiree healthcare costs are generally greater than active employee healthcare costs. The District does not offer any explicit subsidies for retiree coverage. Retirees are assumed to enroll in the Federal Medicare program for their primary coverage as soon as they are eligible. The OPEB Plan does not issue a stand-alone report, and is not included in the report of a public employee retirement system or other entity.

Funding Policy. Plan contribution requirements of the District and OPEB Plan members are established and may be amended through recommendations of the administration and action from the Board. The District has not advance-funded or established a funding methodology for the annual OPEB costs or the net OPEB obligation, and the OPEB Plan is financed on a pay-as-you-go basis. For the 2016-17 fiscal year, 154 retirees received other postemployment benefits. The District provided required contributions of \$741,181 toward the OPEB cost, net of retiree contributions totaling \$1,238,134 which represents 2.18 percent of covered payroll.

Annual OPEB Cost and Net OPEB Obligation. The District's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC), an amount actuarially determined in accordance with parameters of GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years. The following table shows the District's annual OPEB cost for the fiscal year, the amount actually contributed to the OPEB Plan, and changes in the District's net OPEB obligation:

<u>Description</u>	<u>Amount</u>
Normal Cost (service cost for 1 year)	\$ 1,244,759
Amortization of Unfunded Actuarial Accrued Liability	<u>2,599,822</u>
Annual Required Contribution	3,844,581
Interest on Net OPEB Obligation	674,695
Adjustment to Annual Required Contribution	<u>(1,416,460)</u>
Annual OPEB Cost (Expense)	3,102,816
Contribution Toward the OPEB Cost	<u>(741,181)</u>
Increase in Net OPEB Obligation	2,361,635
Net OPEB Obligation, Beginning of Year	<u>22,489,800</u>
Net OPEB Obligation, End of Year	<u>\$ 24,851,435</u>

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the OPEB Plan, and the net OPEB obligation as of June 30, 2017, and the 2 preceding fiscal years, were as follows:

<u>Fiscal Year</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2014-15	\$ 3,161,625	28.20%	\$ 20,416,307
2015-16	2,779,380	25.40%	22,489,800
2016-17	3,102,816	23.89%	24,851,435

Funded Status and Funding Progress. As of June 30, 2016, the most recent valuation date, the actuarial accrued liability for benefits was \$36,308,725, and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability of \$36,308,725 and a funded ratio of 0 percent. The covered payroll (annual payroll of active participating employees) was \$56,671,907, and the ratio of the unfunded actuarial accrued liability to the covered payroll was 64.07 percent.

Actuarial valuations of an ongoing OPEB Plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the OPEB Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress immediately following the notes to financial statements as required supplementary information, presents multiyear trend information about whether the actuarial value of OPEB Plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive OPEB Plan provisions, as understood by the employer and participating members, and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and participating members. The actuarial

calculations of the OPEB Plan reflect a long-term perspective. Consistent with this perspective, the actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

The District's OPEB actuarial valuation as of June 30, 2016, used the entry age normal cost actuarial method to estimate the unfunded actuarial liability as of June 30, 2017, and to estimate the District's 2016-17 fiscal year ARC. Because the OPEB liability is currently unfunded, the actuarial assumptions included a 3 percent rate of return on invested assets, which is the District's long-term expectation of investment returns under its investment policy. The actuarial assumptions also included an annual healthcare cost trend rate of 7.7 percent initially in year 2016, decreasing in various decrements each year to an ultimate rate of 3.94 percent in year 2080. The investment rate of return and payroll growth rate include a general price inflation of 2.3 percent. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis over a 30-year period. The remaining amortization period at June 30, 2017, was 20 years.

F. Other Significant Commitments

Encumbrances. Appropriations in governmental funds are encumbered upon issuance of purchase orders for goods and services. Even though appropriations lapse at the end of the fiscal year, unfilled purchase orders of the current year are carried forward and the next fiscal year's appropriations are likewise encumbered.

The following is a schedule of encumbrances at June 30, 2017:

<u>Major Funds</u>			
<u>General</u>	<u>Capital Projects - Local Capital Improvement</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ 532,230	\$ 1,606,012	\$ 122,196	\$ 2,260,438

G. Risk Management Programs

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 participates in a group self-insurance program administered by the Florida School Boards Association, Inc. The District's covered risks relating to property protection, general liability, automobile liability, workers' compensation, money and securities, employee fidelity and faithful performance, boiler and machinery, and other coverage deemed necessary by the members are included in the group program. Section 1001.42(12)(k), Florida Statutes, provides the authority for the District to enter into such a risk management program. The program is self-sustaining through member assessments (premiums), and purchases coverage through commercial companies for claims in excess of specified amounts. The Board of Directors for the program is composed of one board member from each participating district and a superintendent and a district-level business officer selected from one of the participating districts. Settled claims resulting from these risks have not exceeded commercial coverage in any of the past 3 fiscal years.

The District's health insurance program is being provided on a self-insured basis up to specific limits. The District entered into an agreement with Symetra Financial to provide individual and aggregate excess coverage. Symetra will reimburse 100 percent of individual claims in excess of \$175,000 and the aggregate reimbursement maximum is \$1,000,000 per policy period. The District has applied for an Individual Excess Loss Advantage Provision with Symetra and will pay the first \$670,000 deductible of eligible reimbursable claims. Blue Cross Blue Shield of Florida administers this self-insurance program, including the processing, investigation and payment of claims. The lifetime maximum for each individual covered is unlimited.

Additionally, the District has entered into a contract with Care Here! to operate a wellness center. Employees who have District health insurance may see a doctor and receive stocked generic medicines free of charge.

Settled claims resulting from the health insurance risks described above have not exceeded commercial insurance coverage in any of the past 3 fiscal years.

The District reports a liability when it is probable that a loss has occurred and the amount of that loss can be reasonable estimated. This amount includes an amount for claims that have been incurred, but not reported. The District reevaluates the claims liability periodically and the claims liability totaled \$1,303,190.22 as of June 30, 2017.

The following schedule represents the changes in claims liability for the past 2 fiscal years for the District's self-insurance program:

<u>Fiscal Year</u>	<u>Beginning-of-Fiscal-Year Liability</u>	<u>Current-Year Claims and Changes in Estimates</u>	<u>Claims Payments</u>	<u>Balance at Fiscal Year End</u>
2015-16	\$ 1,776,972.05	\$ 11,936,326.12	\$ (11,935,461.03)	\$ 1,777,837.14
2016-17	1,777,837.14	12,130,258.51	(12,604,905.43)	1,303,190.22

H. Long-Term Liabilities

1. Certificates of Participation

The District entered into a financing arrangement on April 1, 2010, which was characterized as a lease-purchase agreement, with the Leasing Corporation whereby the District secured financing of various educational facilities in the total amount of \$46,945,000.

The financing was accomplished through the issuance of Certificate of Participation (COP), Series 2010A – QSCBs, in the amount of \$35,000,000 and COP Series 2010B in the amount of 11,945,000, to be repaid from the proceeds of rents paid by the District. The Series 2010B payments were completed in the 2014-15 fiscal year.

The American Recovery and Reinvestment Act (ARRA) of 2009, signed into law on February 17, 2009, created a new category of direct subsidy debt for school districts, QSCBs. The QSCB does not represent incremental Federal funding; it must be repaid by the District.

The Series 2010A-QSCBs are designated as "qualified school construction bonds" as defined in Section 54F of the Internal Revenue Code (Code), and pursuant to Section 6431 of the Code, the Board has elected to receive Federal subsidy payments on each interest payment date for the Series 2010A-QSCBs in an amount equal to the lesser of the amount of interest payable with respect to the Series 2010A-QSCBs on such date of the amount of interest which would have been payable with respect to the Series 2010A-QSCBs if the interest were determined at the applicable tax credit rate for the Series 2010A-QSCBs pursuant to Section 54 A(b)(3) of the Code. The interest rate is 6.738 percent with an allowed federal subsidy of 5.78 percent, yielding a new amount of 0.958 percent.

As a condition of the financing arrangement, the District has given a ground lease on District property to the Leasing Corporation, with a rental fee of \$1 per year. The initial term of the lease for the Series 2010A-QSCBs was 10 years commencing on April 1, 2010. On November 13, 2012, the ground lease was amended to end April 1, 2032. The properties covered by the ground lease are, together with the improvements constructed thereon from the financing proceeds, leased back to the District. If the District fails to renew the lease and to provide for the rent payments through to term, the District may be required to surrender the sites included under the Ground Lease Agreement for the benefit of the securers of the certificates for a period of time specified by the arrangement which may be up to 22 years from the date of inception of the arrangement.

The Leasing Corporation issued the Series 2010A-QSCBs in the amount of \$35,000,000 to finance the cost of additions and renovations to Crystal River High School.

For the Series 2010A-QSCBs, the principal portion of the basic lease payment, \$35,000,000 is due on April 1, 2027. The interest portion of the basic lease payments is due on each April 1 and October 1, commencing October 1, 2010. The sinking fund payments, which are subject to change and are currently \$2,289,018, are due on April 1 during each period, commenced on April 1, 2016. The sinking fund payments to be made by the District with respect to the Series 2010A-QSCBs will be deposited by the trustee into the Series 2010A Sinking Fund Account pursuant to the trust agreement. Such funds will be invested in investment securities in accordance with the trust agreement. The Board may offset sinking fund payments with the interest earnings on amounts in the Series 2010A Sinking Fund Account, provided that the sinking fund payments will be funded at a rate not more rapid than equal, annual installments in an aggregate amount not in excess of the principal component due at maturity. Sinking fund payments on deposit in the Series 2010A Sinking Fund Account will be retained therein until transferred to the Series 2010A Lease Payment Account and applied to the payment of the \$35,000,000 principal component due on the Series 2010A-QSCBs at maturity (April 1, 2027) or upon earlier prepayment.

The following is a schedule by years of future minimum lease payments under the lease agreement together with the present value of minimum lease payments as of June 30:

<u>Fiscal Year Ending June 30</u>	<u>Series 2010A-QSCB</u>		
	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 2,358,300	\$ -	\$ 2,358,300
2019	2,358,300	-	2,358,300
2020	2,358,300	-	2,358,300
2021	2,358,300	-	2,358,300
2022	2,358,300	-	2,358,300
2023-2027	46,791,500	35,000,000	11,791,500
Total Minimum Lease Payments	\$ 58,583,000	\$ 35,000,000	\$ 23,583,000

2. Bonds Payable

Bonds payable at June 30, 2017, are as follows:

<u>Bond Type</u>	<u>Amount Outstanding</u>	<u>Interest Rates (Percent)</u>	<u>Annual Maturity To</u>
State School Bonds:			
Series 2009A, Refunding	\$ 60,000	5	2019
Series 2014B, Refunding	510,000	2 - 5	2020
Total Bonds Payable	\$ 570,000		

These bonds are issued by the SBE on behalf of the District. The bonds mature serially, and are secured by a pledge of the District's portion of the State-assessed motor vehicle license tax. The State's full faith and credit is also pledged as security for these bonds. Principal and interest payments, investment of debt service fund resources, and compliance with reserve requirements are administered by the SBE and the SBA.

Annual requirements to amortize all bonded debt outstanding as of June 30, 2017, are as follows:

<u>Fiscal Year Ending June 30</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 469,000	\$ 442,000	\$ 27,000
2019	82,900	78,000	4,900
2020	51,000	50,000	1,000
Total Bonds Payable	\$ 602,900	\$ 570,000	\$ 32,900

3. Changes in Long-Term Liabilities

The following is a summary of changes in long-term liabilities:

Description	Beginning Balance	Additions	Deductions	Ending Balance	Due In One Year
GOVERNMENTAL ACTIVITIES					
Certificates of Participation Payable	\$ 35,000,000.00	\$ -	\$ -	\$ 35,000,000.00	\$ -
Bonds Payable	990,000.00	-	420,000.00	570,000.00	442,000.00
Compensated Absences Payable	5,788,138.36	1,540,071.97	928,352.45	6,399,857.88	928,352.45
Net Pension Liability	55,220,989.00	55,337,317.00	28,630,743.00	81,927,563.00	884,937.76
Other Postemployment Benefits Payable	22,489,800.00	3,102,816.00	741,181.00	24,851,435.00	-
Total Governmental Activities	\$119,488,927.36	\$ 59,980,204.97	\$ 30,720,276.45	\$148,748,855.88	\$2,255,290.21

For the governmental activities, compensated absences, pensions, and other postemployment benefits are generally liquidated with resources of the General Fund.

I. Fund Balance Reporting

In addition to committed and assigned fund balance categories discussed in Note I.F.10., fund balances may be classified as follows:

- **Nonspendable Fund Balance**. Nonspendable fund balance is the net current financial resources that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. Generally, not in spendable form means that an item is not expected to be converted to cash.
- **Restricted Fund Balance**. Restricted fund balance is the portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions, or enabling legislation. Restricted fund balance places the most binding level of constraint on the use of fund balance.
- **Unassigned Fund Balance**. The unassigned fund balance is the portion of fund balance that is the residual classification for the General Fund. This balance represents amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned for specific purposes.

J. Interfund Receivables and Payables

The following is a summary of interfund receivables and payables reported in the fund financial statements:

Funds	Interfund	
	Receivables	Payables
Major:		
General	\$ 615,719.16	\$ -
Special Revenue:		
Other	-	615,719.16
Total	\$ 615,719.16	\$ 615,719.16

Interfund receivables and payables are temporary loans of cash between funds allowable under Section 1011.09, Florida Statutes, for a period of less than 13 months. The temporary loans do not restrict, impede, or limit implementation or fulfillment of the original purposes for which the moneys were received in the fund providing the advancement.

K. Revenues and Expenditures/Expenses

1. Schedule of State Revenue Sources

The following is a schedule of the District's State revenue sources for the 2016-17 fiscal year:

<u>Source</u>	<u>Amount</u>
Florida Education Finance Program	\$ 42,147,714.00
Categorical Educational Program - Class Size Reduction	15,407,285.00
Workforce Development Program	2,614,391.00
Motor Vehicle License Tax (Capital Outlay and Debt Service)	638,347.80
Voluntary Prekindergarten Program	618,517.23
Gross Receipts Tax (Public Education Capital Outlay)	512,995.00
Discretionary Lottery Funds	238,853.00
School Recognition	190,601.00
Full Service Schools	130,000.00
Workforce Education Performance	129,207.00
Mobile home License Tax	102,972.53
Miscellaneous	1,415,627.55
Total	\$ 64,146,511.11

Accounting policies relating to certain State revenue sources are described in Note I.G.2.

2. Property Taxes

The following is a summary of millages and taxes levied on the 2016 tax roll for the 2016-17 fiscal year:

	<u>Millages</u>	<u>Taxes Levied</u>
General Fund		
Nonvoted School Tax:		
Required Local Effort	4.643	\$ 42,260,374.66
Prior-Period Funding Adjustment	0.034	309,446.45
Basic Discretionary Local Effort	0.748	6,808,261.95
Capital Projects - Local Capital Improvement Fund		
Nonvoted Tax:		
Local Capital Improvements	1.500	13,652,931.72
Total	6.925	\$ 63,031,014.78

L. Interfund Transfers

The following is a summary of interfund transfers reported in the fund financial statements:

<u>Funds</u>	<u>Interfund</u>	
	<u>Transfers In</u>	<u>Transfers Out</u>
Major:		
General	\$ 6,382,120.74	\$ 605,963.93
Debt Service:		
ARRA Economic Stimulus	2,763,404.50	-
Capital Projects:		
Local Capital Improvement	-	8,632,530.24
Nonmajor Governmental	5,963.93	512,995.00
Internal Service	600,000.00	-
Total	\$ 9,751,489.17	\$ 9,751,489.17

Interfund transfers represent permanent transfers of moneys between funds. In general, funds are transferred from capital projects funds to the General Fund to reimburse the General Fund for allowable maintenance expenditures, capital-related expenditures, and property and casualty insurance premiums. Transfers from the Capital Projects – Local Capital Improvement Fund were made into the Debt Service – ARRA Economic Stimulus Fund for debt service payments. Transfers from the General Fund to the Internal Service Fund were made to make the self-insurance program actuarially sound.

OTHER REQUIRED SUPPLEMENTARY INFORMATION

Budgetary Comparison Schedule General and Major Special Revenue Funds For the Fiscal Year Ended June 30, 2017

	General Fund			Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget	Actual	
Revenues				
Intergovernmental:				
Federal Direct	\$ 195,000.00	\$ 205,955.12	\$ 205,955.12	\$ -
Federal Through State and Local	1,300,000.00	1,300,000.00	929,354.62	(370,645.38)
State	62,578,122.61	63,067,076.29	62,898,631.81	(168,444.48)
Local:				
Property Taxes	47,257,482.00	47,642,620.13	47,642,620.13	-
Miscellaneous	3,709,896.92	4,289,024.25	3,778,102.48	(510,921.77)
Total Local Revenues	<u>50,967,378.92</u>	<u>51,931,644.38</u>	<u>51,420,722.61</u>	<u>(510,921.77)</u>
Total Revenues	<u>115,040,501.53</u>	<u>116,504,675.79</u>	<u>115,454,664.16</u>	<u>(1,050,011.63)</u>
Expenditures				
Current - Education:				
Instruction	74,056,813.39	74,479,062.51	72,924,245.03	1,554,817.48
Student Support Services	5,014,963.23	5,101,590.52	5,101,590.52	-
Instructional Media Services	1,480,131.30	1,547,511.08	1,547,511.08	-
Instruction and Curriculum Development Services	1,566,503.28	1,544,615.97	1,502,606.02	42,009.95
Instructional Staff Training Services	1,182,450.26	1,190,070.18	882,121.28	307,948.90
Instruction-Related Technology	1,860,212.33	2,031,409.07	1,975,254.88	56,154.19
Board	524,329.51	503,976.61	470,784.75	33,191.86
General Administration	523,856.85	502,097.49	473,031.21	29,066.28
School Administration	8,698,086.58	8,804,512.16	8,804,512.16	-
Facilities Acquisition and Construction	308,815.24	315,578.22	304,491.74	11,086.48
Fiscal Services	913,479.04	985,812.44	979,022.02	6,790.42
Food Services	3,497.00	6,177.00	-	6,177.00
Central Services	2,891,884.81	2,544,947.72	2,444,674.25	100,273.47
Student Transportation Services	8,121,920.29	8,409,808.13	8,013,761.46	396,046.67
Operation of Plant	9,452,102.21	9,808,770.37	9,252,888.81	555,881.56
Maintenance of Plant	5,592,066.07	5,168,859.11	3,811,280.77	1,357,578.34
Administrative Technology Services	2,233,284.54	2,324,774.64	2,177,127.87	147,646.77
Community Services	82,732.79	136,007.12	95,194.32	40,812.80
Fixed Capital Outlay:				
Facilities Acquisition and Construction	196,532.06	196,368.18	36,793.60	159,574.58
Other Capital Outlay	681,494.73	620,452.42	347,305.00	273,147.42
Total Expenditures	<u>125,385,155.51</u>	<u>126,222,400.94</u>	<u>121,144,196.77</u>	<u>5,078,204.17</u>
Deficiency of Revenues Over Expenditures	<u>(10,344,653.98)</u>	<u>(9,717,725.15)</u>	<u>(5,689,532.61)</u>	<u>4,028,192.54</u>
Other Financing Sources (Uses)				
Transfers In	8,171,791.18	8,174,610.02	6,382,120.74	(1,792,489.28)
Loss Recoveries	160.00	51,499.44	45,200.71	(6,298.73)
Transfers Out	(5,000.00)	(605,000.00)	(605,963.93)	(963.93)
Total Other Financing Sources	<u>8,166,951.18</u>	<u>7,621,109.46</u>	<u>5,821,357.52</u>	<u>(1,799,751.94)</u>
Net Change in Fund Balances	<u>(2,177,702.80)</u>	<u>(2,096,615.69)</u>	<u>131,824.91</u>	<u>2,228,440.60</u>
Fund Balances, Beginning	8,977,095.91	8,977,095.91	8,977,095.91	-
Fund Balances, Ending	<u>\$ 6,799,393.11</u>	<u>\$ 6,880,480.22</u>	<u>\$ 9,108,920.82</u>	<u>\$ 2,228,440.60</u>

Special Revenue - Other Fund

Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
\$ 750,000.00	\$ 1,000,000.00	\$ 828,021.54	\$ (171,978.46)
11,850,223.10	12,291,220.79	10,820,849.99	(1,470,370.80)
-	-	-	-
-	-	-	-
-	-	-	-
<u>12,600,223.10</u>	<u>13,291,220.79</u>	<u>11,648,871.53</u>	<u>(1,642,349.26)</u>
6,733,790.44	6,451,582.37	5,565,702.09	885,880.28
738,422.32	825,128.59	782,877.29	42,251.30
741.00	16,885.47	16,330.73	554.74
2,567,508.80	2,886,082.49	2,669,352.12	216,730.37
312,877.94	908,719.44	726,780.72	181,938.72
82,921.17	89,869.05	83,779.78	6,089.27
-	-	-	-
847,313.66	844,959.47	736,001.30	108,958.17
-	100.00	-	100.00
-	-	-	-
-	-	-	-
-	-	-	-
114,527.53	85,360.11	72,884.59	12,475.52
100.00	7,566.26	3,093.09	4,473.17
-	-	-	-
-	-	-	-
1,202,020.24	1,064,325.00	891,924.38	172,400.62
-	-	-	-
-	110,642.54	100,145.44	10,497.10
<u>12,600,223.10</u>	<u>13,291,220.79</u>	<u>11,648,871.53</u>	<u>1,642,349.26</u>
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

**Schedule of Funding Progress –
Other Postemployment Benefits Plan**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (1) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
06/30/12	\$ -	\$ 37,153,232	\$ 37,153,232	0.0%	\$ 65,913,203	56.37%
06/30/14	-	34,678,407	34,678,407	0.0%	56,702,237	61.16%
06/30/16	-	36,308,725	36,308,725	0.0%	56,671,907	64.07%

Note: (1) The District's OPEB actuarial valuation used the level dollar amortization cost method for the 2012 and 2014 valuations and the entry age normal cost actuarial method to estimate the actuarial liability for the 2016 valuation.

**Schedule of the District's Proportionate Share
of the Net Pension Liability –
Florida Retirement System Pension Plan (1)**

	2016	2015	2014	2013
District's proportion of the FRS net pension liability	0.199501954%	0.213194090%	0.224486089%	0.231205797%
District's proportionate share of the FRS net pension liability	\$ 50,374,400	\$ 27,536,876	\$ 13,696,953	\$ 39,800,808
District's covered payroll	\$ 83,644,566	\$ 82,393,498	\$ 83,769,277	\$ 85,237,165
District's proportionate share of the FRS net pension liability as a percentage of its covered payroll	60.22%	33.42%	16.35%	46.69%
FRS Plan fiduciary net position as a percentage of the total pension liability	84.88%	92.00%	96.09%	88.54%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –
Florida Retirement System Pension Plan (1)**

	2017	2016	2015	2014
Contractually required FRS contribution	\$ 5,122,914	\$ 4,865,173	\$ 5,197,853	\$ 4,917,198
FRS contributions in relation to the contractually required contribution	(5,122,914)	(4,865,173)	(5,197,853)	(4,917,198)
FRS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
District's covered payroll	\$ 85,770,987	\$ 83,644,566	\$ 82,393,498	\$ 83,769,277
FRS contributions as a percentage of covered payroll	5.97%	5.82%	6.31%	5.87%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of the District's Proportionate Share
of the Net Pension Liability –
Health Insurance Subsidy Pension Plan (1)**

	2016	2015	2014	2013
District's proportion of the HIS net pension liability	0.270736029%	0.271454731%	0.281925709%	0.293364428%
District's proportionate share of the HIS net pension liability	\$ 31,553,163	\$ 27,684,113	\$ 26,360,742	\$ 25,541,231
District's covered payroll	\$ 83,644,566	\$ 82,393,498	\$ 83,769,277	\$ 85,237,165
District's proportionate share of the HIS net pension liability as a percentage of its covered payroll	37.72%	33.60%	31.47%	29.96%
HIS Plan fiduciary net position as a percentage of the total pension liability	0.97%	0.50%	0.99%	1.78%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –
Health Insurance Subsidy Pension Plan (1)**

	2017	2016	2015	2014
Contractually required HIS contribution	\$ 1,423,648	\$ 1,387,695	\$ 1,037,669	\$ 965,783
HIS contributions in relation to the contractually required contribution	(1,423,648)	(1,387,695)	(1,037,669)	(965,783)
HIS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
District's covered payroll	\$ 85,770,987	\$ 83,644,566	\$ 82,393,498	\$ 83,769,277
HIS contributions as a percentage of covered payroll	1.66%	1.66%	1.26%	1.15%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

1. Budgetary Basis of Accounting

The Board follows procedures established by State statutes and State Board of Education (SBE) rules in establishing budget balances for governmental funds, as described below:

- Budgets are prepared, public hearings are held, and original budgets are adopted annually for all governmental fund types in accordance with procedures and time intervals prescribed by law and SBE rules.
- Appropriations are controlled at the object level (e.g., salaries, purchased services, and capital outlay) within each activity (e.g., instruction, student transportation services, and school administration) and may be amended by resolution at any Board meeting prior to the due date for the annual financial report.
- Budgets are prepared using the same modified accrual basis as is used to account for governmental funds.
- Budgetary information is integrated into the accounting system and, to facilitate budget control, budget balances are encumbered when purchase orders are issued. Appropriations lapse at fiscal year end and encumbrances outstanding are honored from the subsequent year's appropriations.

**2. Schedule of Net Pension Liability and Schedule of Contributions –
Florida Retirement System Pension Plan**

Changes of Assumptions. The long-term expected rate of return was decreased from 7.65 percent to 7.6 percent, and the active member mortality assumption was updated.

**3. Schedule of Net Pension Liability and Schedule of Contributions –
Health Insurance Subsidy Pension Plan**

Changes of Assumptions. The municipal bond rate used to determine total pension liability was decreased from 3.8 percent to 2.85 percent.

THIS PAGE INTENTIONALLY LEFT BLANK

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Citrus County District School Board Schedule of Expenditures of Federal Awards For the Fiscal Year Ended June 30, 2017

Federal Grantor/Pass-Through Grantor/ Program or Cluster	Federal CFDA Number	Pass - Through Entity Identifying Number	Passed Through to Subrecipients	Total Expenditures
Clustered				
Child Nutrition Cluster:				
United States Department of Agriculture:				
Florida Department of Agriculture and Consumer Services:				
School Breakfast Program	10.553	17002	\$ -	\$ 1,153,956.85
National School Lunch Program	10.555	17001, 17003	-	4,539,899.21
Summer Food Service Program for Children	10.559	16006, 16007, 17006, 17007	-	64,699.23
Total Child Nutrition Cluster			-	5,758,555.29
Student Financial Assistance Cluster				
United States Department of Education:				
Federal Pell Grant Program	84.063	N/A	-	828,021.54
Total Student Financial Assistance Cluster			-	828,021.54
Special Education Cluster:				
United States Department of Education:				
Florida Department of Education:				
Special Education - Grants to States	84.027	263	-	4,418,330.62
Special Education - Preschool Grants	84.173	267	-	199,695.86
Total Special Education Cluster			-	4,618,026.48
Not Clustered				
United States Department of Agriculture:				
Florida Department of Health:				
Child and Adult Care Food Program	10.558	A-5029	-	206,433.32
Total United States Department of Agriculture			-	206,433.32
United States Department of Defense:				
Air Force Junior Reserve Officers Training Corps	12.UNK	N/A	-	63,671.11
Army Junior Reserve Officers Training Corps	12.UNK	N/A	-	71,839.34
Navy Junior Reserve Officers Training Corps	12.UNK	N/A	-	70,444.67
Total United States Department of Defense			-	205,955.12
United States Department of Education:				
Florida Department of Education:				
Adult Education - Basic Grants to States	84.002	191, 193	-	214,471.25
Title I Grants to Local Educational Agencies	84.010	212, 223	-	4,850,526.28
Career and Technical Education - Basic Grants to States	84.048	161	-	285,177.10
Education for Homeless Children and Youth	84.196	127	-	40,475.34
Charter Schools	84.282	298	169,942.83	169,942.83
English Language Acquisition State Grants	84.365	102	-	16,461.37
Improving Teacher Quality State Grants	84.367	224	-	625,769.34
Total United States Department of Education			169,942.83	6,202,823.51
Total Expenditures of Federal Awards			\$ 169,942.83	\$ 17,819,815.26

The accompanying notes are an integral part of this schedule.

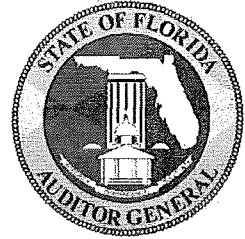
- Notes: (1) Basis of Presentation. The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the Federal award activity of the Citrus County District School Board under programs of the Federal Government for the fiscal year ended June 30, 2017. The information in this Schedule 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.
- (2) Summary of Significant Accounting Policies. 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.
- (3) Indirect Cost Rate. The District has not elected to use the 10 percent de minimis cost rate allowed under the Uniform Guidance.
- (4) Noncash Assistance – National School Lunch Program. Includes \$563,375.60 of donated food used during the fiscal year. Donated foods are valued at fair value as determined at the time of donation.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

Claude Denson Pepper Building, Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

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

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Citrus County District School Board, as of and for the fiscal year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 28, 2018, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statements of the school internal funds, the private purpose trust fund, and the aggregate discretely presented component units, as described in our report on the District's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material

misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

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

Purpose of this Report

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

Respectfully submitted,



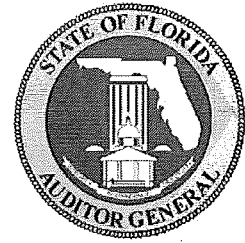
Sherrill F. Norman, CPA
Tallahassee, Florida
February 28, 2018



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

Claude Denson Pepper Building, Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Report on Compliance for the Major Federal Program

We have audited the Citrus County District School Board's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the District's major Federal program for the fiscal year ended June 30, 2017. The District's major Federal program is identified in **SECTION I – SUMMARY OF AUDITOR'S RESULTS** 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 the District's major Federal program 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 the District'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 the major Federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on the Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major Federal program for the fiscal year ended June 30, 2017.

Report on Internal Control Over Compliance

District management 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 the District's internal control over compliance with the types of requirements that could have a direct and material effect on the major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major Federal program and to test and report on internal control over compliance in accordance with the 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 the District'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 a 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.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sherrill F. Norman".

Sherrill F. Norman, CPA
Tallahassee, Florida
February 28, 2018

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

SECTION I – SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major Federal program:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Type of auditor's report issued on compliance for major Federal program:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No
Identification of major Federal program:	
CFDA Number: 84.010	Name of Federal Program or Cluster: Title I Grants to Local Educational Agencies
Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low risk auditee?	Yes

SECTION II – FINANCIAL STATEMENT FINDINGS

No matters are reported.

SECTION III – FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

No matters are reported.

PRIOR AUDIT FOLLOW-UP

There were no prior financial statement or Federal awards findings requiring follow-up.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

The District did not have prior audit findings required to be reported under 2 CFR 200.511.



CHRIST COMMUNITY CHURCH

April 10, 2018

The Citrus County School Board
1007 W Main St
Inverness, FL 34450

To Sam Himmel:

It is with great pleasure that I write to express appreciation on behalf of Christ Community Church for the service and utmost etiquette the Lecanto High School administration has demonstrated toward us for the past year. Our people have been overwhelmed with the generosity and care given through the janitorial staff and all those with whom we have engaged at Lecanto High School in renting your facility on Sunday mornings. I thank you for your commended service.

Christ Community Church has recently March 9, 2018 purchased 20 acres of property at 1690 S Lecanto Hwy in the heart of the Lecanto community. We are in process for a site development plan and rezoning application, and highly anticipating undergoing construction. In light of our current situation, we are requesting the Citrus County School Board grant us a 12-month extension to rent the Lecanto High School cafeteria for Sunday mornings.

I look forward to the ongoing partnership of Christ Community Church serving the students of Citrus County in any way possible. Again, thank you for your hospitality and your consideration for permitting us to continue this rental agreement.

For His Name's Sake,

Brian Sullivan
Pastor
Christ Community Church
www.christcommunity.us
christcommunity@pobox.com

...that in everything He might be preeminent.
Colossians 1:18

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 School Board Meeting
Requested by Regina Allegretta RA, Department of District Student Services
Additional contact(s)/originator _____
Document Title REN/SRMI Annual Update

Board Action Required:

Presentation/Recognition X Information _____
Consideration/Approval _____

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached _____ available in district office _____ other _____

Executive Summary / Highlights:

REN/SRMI Annual Update by Mike Nebesnyk, Director of Silver River Mentoring Inc. (SRMI)

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- Other/Operational Activity

Strategies Include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparation;
- Community Connections

Financial Impact to the District:

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay grade/level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by:

(Form Board Approved 7/10/07-original)

Jammy Wilson

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 Workshop School Board Meeting.

Requested by Chuck Dixon Department of Planning & Growth Management

Additional contact(s)/originator [Signature]

Document Title Policy 3.90 Charter Schools

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

X Request to review the revision to Policy 3.90 Charter Schools.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Request to review the revision to Policy 3.90 Charter Schools.
This matter was discussed by the Policy and Forms Committee on February 15, 2018.
The revision is a complete re-write of the current policy to address statutory changes. The revision is necessary.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: [Signature]

(Form Board Approved 7/10/07)

CHAPTER 3.00 - SCHOOL ADMINISTRATION

CHARTER SCHOOLS

3.90

The School Board, pursuant to Florida Statutes, may sponsor charter schools for the purposes of improving student learning and academic achievement, increasing learning opportunities for students, with special emphases on low-performing and reading; increasing the use of innovative learning methods; and requiring the measurement of learning outcomes.

- I. Responsibility of Citrus County School District School Administration
 - A. Receive, review, and recommend to the School Board all charter applications as stipulated by Florida Statutes.
 - B. Develop a charter in cooperation with the applicant including criteria stipulated in Florida Statutes.
 - C. Monitor charter school contracts and make recommendations to the School Board.

II. Charter Application and Eligibility

The School Board may sponsor charters for schools which serve any grade or combination of grades from kindergarten through grade twelve. A charter school may operate a virtual charter school to provide full time online instruction to eligible students.

- A. Eligible proposers are:
 1. Individuals, teachers, parents, a group of individuals, a municipality, or a legal entity organized under Florida law; or
 2. A public school which has been in operation for at least two (2) years and requests to convert to a charter school with support of at least fifty percent (50%) of parents voting provided that a majority of parents participate in the ballot process and at least fifty percent (50%) of teachers.

CHAPTER 3.00 - SCHOOL ADMINISTRATION

3. Private schools, parochial schools, and home education programs are not eligible to become charter schools.
- B. A person or entity seeking to open a charter school shall prepare and submit an application on the standard application form prepared by the Department of Education. The application does not constitute the charter which will be considered the legal contract between the School Board (sponsor) and the school organizational body (charter school).
- C. A sponsor shall receive, review, and consider applications received on or before August 1 to be opened at the beginning of the school district's next school year using the evaluation instrument developed by the Department of Education. A sponsor shall receive, review, and consider applications received on or before February 1 to be opened eighteen (18) months later using the evaluation instrument developed by the Department of Education.
- D. Before approving or denying any application, the sponsor shall allow the applicant, upon receipt of written notification, at least seven (7) calendar days to make technical or non-substantive corrections and clarifications.
- E. A sponsor shall by majority vote approve or deny an application no later than ninety (90) calendar days after the application is received, unless the sponsor and the applicant mutually agree in writing to temporarily postpone the vote to a specific date, at which time the sponsor shall by a majority vote approve or deny the application. If an application is denied, the sponsor shall, within ten (10) calendar days after such denial, articulate in writing the specific reasons, based upon good cause, supporting its denial of the application and shall provide the letter of denial and supporting documentation to the applicant and to the Department of Education.
- F. The sponsor has thirty (30) days after approval of the application to provide an initial proposed charter contract to the charter school. The applicant and the sponsor have forty (40) days thereafter to negotiate and notice the charter contract for final approval by the sponsor unless both parties agree to an extension. The proposed charter contract shall be provided to the

CHAPTER 3.00 - SCHOOL ADMINISTRATION

charter school at least seven (7) calendar days before the date of the meeting at which the charter is scheduled to be voted upon by the sponsor.

III. Legal Entity and Requirements

A charter school shall:

- A. Organize as a nonprofit organization.
- B. Be nonsectarian in its programs, admission policies, employment practices, and operations.
- C. Charge no tuition or fees except those fees charged by other public schools. However, a charter lab school may charge a student activity and service fee as authorized by section, 1002.32(5) Florida Statutes.
- D. Report progress annually to its sponsor utilizing a uniform, online annual accountability report created by the Department of Education. The online report includes demographic information, student performance, data, and financial accountability information.
- E. Maintain and provide financial information as required by statute and must be in the form prescribed by the Department of Education.
 - 1. Submit a monthly financial summary report to the sponsor that contains a balance sheet and a statement of revenue, expenditures, and changes in fund balance.
 - 2. Provide an annual financial report and program cost report information in the state-required formats for inclusion in district reporting in compliance with section, 1011.60(1) Florida Statutes, to the sponsor.
- F. Participate in the state's education accountability system and in the statewide assessment program created under section, 1008.22 Florida Statutes.
- G. Comply with Florida Statutes applicable to public schools as they relate to provision of services to students with disabilities, civil rights, discrimination,

CHAPTER 3.00 - SCHOOL ADMINISTRATION

student health, safety, welfare, maximum class size, minimum instructional days for public schools, public records, public meetings, public inspections, penalties, compensation and salary schedules, workforce reduction, contracts with instructional personnel hired on or after July 1, 2011, and performance evaluations for instructional personnel and school administrators.

- H. Comply with required actions compliant with Florida Statutes regarding actions when charter schools earn a "D" or "F" grade.
- I. Comply with employment guidelines stipulated in the Florida Statutes.

IV. Student Eligibility

- A. The charter school shall enroll an eligible student who submits a timely application, unless the number of applications exceeds capacity of a program, class, grade level, or building. In such case, all applicants shall have an equal chance of being admitted through a random selection process.
- B. If a public school converts to a charter school, parents may request nonparticipation and receive an assignment to a public school.
- C. The charter school may give enrollment preference to student populations stipulated in the Florida Statutes.
- D. Admission or dismissal must not be based in a student's academic performance.

V. Financial Status

- A. If a deteriorating financial condition is identified, the sponsor shall notify the governing board of the charter school and the Commissioner of Education within seven (7) business days. The governing board and the sponsor shall

CHAPTER 3.00 - SCHOOL ADMINISTRATION

develop a corrective action plan and file the plan with the Commissioner of Education within thirty (30) business days after notifying the charter school.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1001.02, 1001.43, 1002.33, 1002.331,
1002.345, 1002.45, 1002.455, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-6.0781, 6A-6.0787

HISTORY: ADOPTED:03/09/2004
REVISION DATE(S):10/09/2007, 5/14/2013, XX/XX/XXXX
FORMERLY: 6.90(1)

CHAPTER 3.00 - SCHOOL ADMINISTRATION

CHARTER SCHOOLS

3.90

~~The School Board of Citrus County, pursuant to Florida Statutes, establishes charter schools for the purposes of improving academic achievement; increasing learning opportunities for students, with special emphases on low achieving students; increasing learning opportunities for reading; increasing the use of innovative learning methods; increasing choices for students; requiring the measurement of learning outcomes; and creating new professional opportunities for teachers.~~

~~I. Eligibility for Charter Application~~

- ~~A. The School Board may sponsor one (1) or more charters for schools which may serve any grade or combination of grades from kindergarten through grade 12.~~
- ~~B. Eligible proposers are~~
 - ~~1. Any Florida not for profit corporation or not for profit corporation authorized to do business in the State of Florida.~~
 - ~~2. A public school with the required support of both certified instructional personnel and parents of affected students.~~
 - ~~a. The determination of adequate support will be made by a survey of certified instructional personnel and parents of affected students conducted by the School Board at the request of either the school principal, the School Advisory Enhancement Council (SAEC), a majority of the certified instructional personnel, or a group of at least fifty (50) parents, as defined by Florida Statutes. The cost of the survey will be paid in advance by the individuals making the request.~~
 - ~~b. In order to qualify as an applicant, 75% of the school's total parental votes and 75% of the school's total certified instructional personnel votes must be cast in support of the charter school. A majority of the parents eligible to vote must participate in the ballot process. The ballot process must be conducted in accordance with State Board of Education rule.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

- e. ~~In determining the support of parents, each student residing in the authorized attendance area at the time of the vote and enrolled in the school for the school year for which the application is being made will be represented by one parental vote, e.g., a parent having three children enrolled in the same school will have three votes. The total parental vote for any school will equal the number of students residing in the authorized attendance area at the time of the vote and anticipating enrollment in the school for the school year for which the application is being made.~~
- d. ~~In determining the support of instructional personnel, each person having a certificate who is assigned to that school as a base school for the year in which the vote is taken will be entitled to one vote.~~
- 3. ~~An individual or group of individuals may apply but must organize as a not for profit corporation prior to receiving a charter.~~
- 4. ~~Private schools, parochial schools and home education programs are not eligible to become charter schools.~~

II. ~~Legal Entity and Requirements~~

~~The charter school shall:~~

- A. ~~Organize as a Florida not for profit corporation.~~
- B. ~~Be nonsectarian in its programs, admission policies, employment practices and operations.~~
- C. ~~Charge no tuition or fees except those fees charged by other public schools.~~
- D. ~~Admit students as provided in Section III.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

- E. ~~Be accountable to the School Board for performance as provided in Section VII.~~
- F. ~~Meet all applicable State and local health, safety and civil rights requirements.~~
- G. ~~Publish an annual progress report.~~
- H. ~~Provide an annual financial audit in a manner similar to that of a School District.~~
- I. ~~Not violate the anti-discrimination provisions of Florida Statutes.~~
- J. ~~Comply with the Sunshine Law in Florida Statutes.~~
- K. ~~Comply with Chapter 119, Florida Statutes, known as the Public Records Law.~~
- L. ~~Agree to obtain and maintain Southern Association of Colleges and Schools (SACs) Accreditation for 9-12 grade level charter schools.~~

III. ~~Student Eligibility~~

- A. ~~A charter school shall be open to any student residing in the School District.~~
- B. ~~If a public school converts to charter status, enrollment preference shall be given to students who would have otherwise attended the public school. If a public school converts to a charter school, parents may request non-participation and receive an assignment to a public school based on attendance areas pursuant to School Board policy.~~
- C. ~~The charter school shall enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level or building. In such cases, all applicants shall have an equal chance of being admitted through a random selection process.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

- D. ~~A charter school may limit the enrollment process only to target the following student populations:~~
- ~~1. Students with specific age groups or grade levels.~~
 - ~~2. Students considered at risk of academic failure. Such students shall include those with scores in the lower quartile on the reading and mathematics sections of norm referenced tests; a grade point average of 2.0 or below for grades 9 through 12; and/or a writing score on Florida Writes of 2 or below.~~
- E. ~~A student may withdraw from a charter school at any time and enroll in another public school as determined by School Board policy based on attendance areas.~~
- F. ~~Students with handicapping conditions and students served in English for Speakers of Other Languages programs shall have an equal opportunity of being selected for enrollment in a charter school.~~
- G. ~~The School Board may develop the Individual Education Plans (IEPs) for exceptional students attending charter schools, and the charter schools will provide the services required by those plans. The School Board must be immediately notified of any litigation regarding the IEP and shall have the authority but not the obligation to direct the defense of the litigation. Such litigation will be at the expense of the Charter School.~~
- H. ~~Federal desegregation requirements will continue to be implemented in regard to charter schools.~~

IV. ~~Student Assessments~~

~~The charter school must implement a program to assess student achievement.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

V. ~~Student Records~~

- A. ~~The charter school must maintain both active and archival records for current/former students in both electronic and hard copy format in accordance with state law.~~
- B. ~~The District will assist the school in establishing appropriate record formats.~~
- C. ~~All permanent records of students leaving the school, whether by graduation, transfer to the public school system, or withdrawal to attend another school, must be transferred to the school system in accordance with state law.~~
- D. ~~Records of student progress must be transferred to the school system if the student is returning to Citrus County Public Schools.~~
- E. ~~The charter school must be able to transfer/store student data in a format that is compatible with the computer software/hardware used by the Citrus County Management Information Services. All established deadlines for reporting and storing data must be met.~~

VI. ~~FTE Reporting~~

- A. ~~Funding for a charter school is based on the number of full-time equivalent (FTE) students; therefore, it is essential that records of student attendance be maintained in a format consistent with State reporting requirements.~~
- B. ~~The District will assist the charter school in establishing mechanisms for reporting FTE.~~
- C. ~~The charter school will, however, be fully responsible for collecting and maintaining accurate and appropriate records and for projecting and reporting attendance in a format and according to a schedule as required by the District.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~VII. Annual Progress Reports and Observations~~

- ~~A. The governing body of the charter school must make annual progress reports to the Citrus County School Board and the Commissioner of Education according to deadlines established by the School Board and the State Board of Education.~~
- ~~B. The reports shall contain at least the following information:
 - ~~1. The charter school's progress toward achieving the goals outlined in its charter.~~
 - ~~2. The information required in the annual school report pursuant to Florida Statutes.~~
 - ~~3. Financial records of the charter school, including revenues and expenditures.~~
 - ~~4. Salary and benefit levels of charter school employees.~~
 - ~~5. Certification status of instructional personnel.~~~~
- ~~C. Each year during the term of the charter, the School Board will review the annual progress report submitted by the charter school pursuant to the charter law. It has the right to request additional documentation and supporting data for any portion of the report.~~
- ~~D. Upon receipt of the required annual report, the School Board shall forward the report to the Commissioner of Education at the same time as other school accountability reports.~~
- ~~E. Whenever individuals who were not listed in the original application become members of the governing body or board of directors of the governing body, they must submit to the School Board the same personal information as was required on the application for members of the governing body, including but not limited to fingerprints. Failure to provide this information or unsatisfactory background information can constitute grounds for nonrenewal or termination of charter.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

- F. ~~The Superintendent or the Superintendent's designee and the District internal auditor shall have ongoing responsibility for monitoring the health, academic success, safety and well-being of students and the fiscal responsibility of all approved charter schools. The Superintendent, the Superintendent's designee, the District internal auditor and all School Board members shall have free access to the charter school at all times.~~
- G. ~~The Citrus County School Board requires audits in accordance with government auditing standards issued by the Comptroller General of the United States Office of Management and Budget. These standards and OMB Circular A-128 require that the audit be performed to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement and about whether the District complies with laws and regulations.~~
- H. ~~If a certified public accountant or an auditor finds that a charter school is in a state of financial emergency, the charter school shall file a detailed financial recovery plan with the District no later than thirty (30) days after receipt of the audit. The Superintendent or designee shall monitor implementation of the recovery plan.~~
- I. ~~A charter school that receives a school grade of D shall report to the District regarding areas of deficiency. A charter school that receives a grade of D for two (2) consecutive years or a grade of F shall submit a school improvement plan. The Superintendent or designee shall monitor implementation of the plan in accordance with Florida Statutes.~~
- VIII. ~~Withdrawal and Transfer of Students~~
- A. ~~Parents may withdraw a student from a charter school at any time. The student will return either to the attendance area school or to a school with an appropriate program, or, if the attendance area school is the charter school, to a school appropriate to his/her attendance area pursuant to School Board policy.~~
- B. ~~Charter schools may not withdraw or transfer a student involuntarily, unless the withdrawal or transfer is accomplished through established~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~administrative procedures under present Board policy used by public schools.~~

~~IX. Transportation and Food Services~~

- ~~A. Transportation and Food Services are the responsibility of charter schools and must be provided according to District, state and federal rules and regulations.~~
- ~~B. A charter school may contract with the Citrus County School Board for transportation and/or food service or may contract with a private provider.~~

~~X. Facilities~~

- ~~A. A charter school shall utilize facilities and sites which comply with the Florida Building Code adopted pursuant to Florida Statutes, and the Florida Fire Prevention Code, or in the case of non-school board owned facilities, with applicable state minimum building codes pursuant to Florida Statutes, state minimum fire protection codes pursuant to Florida Statutes, and, in certain situations, with the comprehensive land use plan as adopted by the authority in whose jurisdiction the facility is located.~~
- ~~B. The School Board may agree to lease existing school facilities to any applicant pursuant to the state requirements for educational facilities criteria. An existing school converting to a charter school will have no preference in regard to the cost or availability of such facilities.~~
- ~~C. The charter school will have the obligation for custodial, repair, and maintenance requirements of its facilities, and must maintain its facilities according to standards which protect health, safety and well being of its students.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

XI. ~~Extracurricular Activities~~

~~Charter school students who meet specified academic and conduct requirements are eligible to participate in extracurricular activities at the public school to which the student would be assigned or could choose to attend according to district school board policies, unless such activity is provided by the student's charter school.~~

XII. ~~Application for Charters~~

A. ~~Procedures~~

- ~~1. Applications must be in compliance with the application format required by the Citrus County School System.~~
- ~~2. Applications must be received by August 1 to be considered.~~
- ~~3. A public announcement will be made at least 60 calendar days prior to the due date for applications for charter schools which intend to operate during the next school year. Applications, including instructions for obtaining technical assistance, will be provided to all requestors. All completed applications must be received by the Superintendent on or before 4:30 p.m. on the last day of the application period unless that date falls on a Saturday, Sunday, legal holiday or a holiday in which the central administration office of the school system is closed. In such case, applications will be due on the first day thereafter that the central administration office is open for business. Applications received after the prescribed due date may not be considered for a charter for the next school year.~~
- ~~4. The amendment of applications will not be permitted once applications have been submitted for the following school year.~~
- ~~5. A screening committee appointed by the Superintendent will review all applications and, by majority vote, make a recommendation for acceptance or denial of each application to the School Board within forty five (45) calendar days of receipt of the application. All~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~applications will be submitted to the School Board with an explanation of acceptance or denial, including the committee vote.~~

- ~~6. In determining whether to deny or approve an application, both the screening committee and the School Board will consider, but not be limited to, using the following criteria: quality and breadth of instructional program; safeguards for the physical and emotional safety of students; innovativeness of approach to teaching and learning; representation of student population and impact upon other schools; soundness of the financial plan, including sufficient start-up funds or line of credit equivalent to three (3) months operating costs; adequacy of insurance; qualifications and diversity of staff, governing body and organizers, including background checks, fingerprinting and fidelity bonding, as necessary; adequacy of facilities; extent of parent involvement; governing structure; level of student performance expectations relative to state education standards and other sufficient goals; and, in the case of governing bodies already in operation, annual reports, tax returns, and financial records for the most recent three year period; sufficiency of elements required in the charter law or School Board policy.~~
- ~~7. The School Board shall by a majority vote of the full Board approve or deny a formal application no later than sixty (60) calendar days after receiving the completed application during the application period, following a public hearing to ensure community input.~~
- ~~8. If the Board denies an application for a charter, the Board shall provide notice of denial to the applicant in writing within ten (10) days after the meeting at which the Board denied the application. The notice must specify the exact reason(s) for denial and must provide documentation supporting those reasons. The notification shall also be submitted to the Department of Education.~~
- ~~9. The applicant may appeal any denial to the State Board of Education no later than thirty (30) calendar days after the School Board's decision. The State Board will, by majority vote, accept or reject the decision of the District School Board no later than ninety (90) calendar days after the appeal is filed. The State Board will remand~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~the application to the District School Board with its written recommendation that the Board approve or deny the application consistent with the State Board's decision. The decision of the State Board of Education is not subject to the provisions of the Administrative Procedures Act (Chapter 120, Florida Statutes).~~

- ~~10. The District School Board must act upon the recommendation of the State Board of Education within thirty (30) calendar days after it is received. The District Board's action on the State Board's recommendation is a final action subject to judicial review.~~

~~B. Content of Application~~

- ~~1. In the event, at the time of application, the applicant does not already have legal right to the possession of an appropriate facility which is consistent with all applicable statutes, then it must provide evidence that one will be available at the beginning of the school year, consistent with the beginning day for students as listed on the approved public school calendar. Public schools which are converting to charter schools must provide the same information regarding appropriate facilities as any other applicant.~~
- ~~2. The application form is incorporated herein by reference.~~
- ~~3. The application shall include proof of insurability from an insurer acceptable to the School Board with a policy of no less than \$1 million (for each occurrence) for errors and omissions and general liability coverage to include but not limited to prior acts, sexual harassment, civil rights and employment discrimination, breach of contract, insured versus insured, consultants and independent contractors. Additionally, coverages for property and casualty equal to replacement costs for school structures and contents, automobile and Workers' Compensation shall also be provided. The School Board's Risk Management Department shall review all insurance policies prior to submission of application to School Board.~~
- ~~4. The application shall include all items required by Florida Statutes.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

5. ~~All applicants and members of the governing body of the proposed charter school shall submit with the application a complete set of fingerprints taken by an employee of the School District who is trained to take fingerprints. These fingerprints shall be submitted to the appropriate state and federal law enforcement agencies for processing with the cost borne by the applicant and charter school governing body members. In the event that FBI reports are not received prior to the School Board's acting on the application, approval will be contingent upon the School Board's receipt of a satisfactory report.~~
- C. ~~It is the responsibility of the applicant to request technical assistance in writing from the Florida Department of Education or from the Citrus County School Board. The School Board will provide application assistance to the extent feasible and, within present resources, consistent with assistance provided to other contractors.~~
- D. ~~No school district school board, or district school board employee who has control over personnel actions, shall take unlawful reprisal against another district school board employee because that employee is either directly or indirectly involved with an application to establish a charter school. As used in this subsection, the term "unlawful reprisal" means an action taken by a district school board or a school system employee against an employee who is directly or indirectly involved in a lawful application to establish a charter school, which occurs as a direct result of that involvement, and which results in one or more of the following: disciplinary or corrective action; adverse transfer or reassignment, whether temporary or permanent; suspension, demotion, or dismissal; an unfavorable performance evaluation; a reduction in pay, benefits, or rewards; elimination of the employee's position absent of a reduction in workforce as a result of lack of monies or work; or other adverse significant changes in duties or responsibilities that are inconsistent with the employee's salary or employment classification.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

XIII. ~~School Year~~

- A. ~~A charter school shall provide instruction for at least one hundred eighty (180) days and may provide instruction for additional days. The minimum length of the "school day" shall comply with Florida Statutes. Reimbursement for additional days of instruction will be subject to the limits of the Florida Education Finance Program, General Appropriations Act and other rules or programs that restrict funding to the School District. Upon approval of a charter application, the initial start up must be consistent with the beginning of the school year calendar(s) adopted by the School Board.~~

XIV. ~~Funding~~

- A. ~~Funding for student enrollment in a charter school shall be the sum of District operating funds from the Florida Education Finance Program, including gross state and local funds, discretionary lottery funds, and discretionary operating millage funds divided by total District funded weighted full-time equivalent students times the weighted full-time equivalent students of the particular charter. Charter schools, if eligible, shall also receive their proportionate share of categorical program funds included in the Florida Education Finance Program.~~
- B. ~~Any eligible student enrolled in a charter school shall be provided federal funds for the same level of service provided eligible students in the schools operated by the School Board.~~
- C. ~~Total funding shall be recalculated during the school year to reflect actual weighted FTE students reported by the charter school during the FTE student survey periods.~~
- D. ~~A charter school shall not levy taxes or issue bonds secured by tax revenue.~~
- E. ~~Any administrative fee charged by the School District for a charter school shall be limited to no more than five percent (5%) of available charter school funds. The District may only withhold an administrative fee for enrollment up to and including two hundred fifty (250) students. The District may only withhold an administrative fee for enrollment up to and including five~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~hundred (500) students within a system of charter schools that meets designated criteria. A fee schedule for services to be included in the administrative fee and those charged for optional services will be included in the charter.~~

- F. ~~When a charter is not renewed or terminated, any unencumbered funds from the charter school shall revert to the School Board. In that event, all School Board property and improvements, furnishings, and equipment purchased with public funds shall revert automatically to full ownership by the School Board.~~
- G. ~~If charter is not renewed or is terminated, the governing body of the charter school is responsible for all debts of the charter school.~~
- I. ~~If a charter is not renewed or is terminated, any unencumbered capital outlay funds provided pursuant to 1013.62, F.S., and federal charter school program grant funds shall revert to the Department of Education for redistribution among other eligible charter schools.~~
- J. ~~Payment shall be made to the charter school no later than ten (10) working days after receipt of funding. The final payment during any fiscal year shall be adjusted to reflect the number of actual FTE students in membership during the FTE survey periods.~~

XV. ~~Insurance and Indemnification~~

- A. ~~For the purposes of tort liability, the governing body and employees of a charter school are governed by §768.28, Florida Statutes.~~
- B. ~~The School Board of Citrus County, Florida, its employees and agents, will not be held liable for any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature, including, but not by way of limitation, attorney's fees and court costs arising out of injury to persons or damage to property as a result of the negligence of the charter school or its agents, employees, invitees, or contractors.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

- ~~C. The charter school must obtain and maintain the insurance coverage listed in Section XII.B.3. The School Board of Citrus County, Florida must be listed as additional named insured on these policies.~~
- ~~D. The charter must include an indemnification or hold harmless agreement whereby the charter school's legal entity releases the School Board from all liability for actions by the charter school governing body or its employees.~~

~~XVI. Rule Exemptions~~

~~A charter school shall be exempt from all School Board policies except those which pertain to health, safety, civil rights, student records, financial records and accountability related to student enrollment reporting and financial audits, and collective bargaining agreements if applicable.~~

~~XVII. Employees of Charter Schools~~

- ~~A. A charter school shall select its own employees.~~
- ~~B. Instructional personnel employed by or under contract to a charter school shall be certified as required by Florida Statutes. A charter school may employ or contract with skilled selected non-certified personnel to assist instructional staff members as teacher's aides in the same manner as defined in Florida Statutes. A charter school may not employ an individual to provide any type of instructional services or to serve as a teacher's aide if the individual's certification or licensure as an educator is suspended or revoked by this or any other state.~~
- ~~C. The qualifications of teachers shall be disclosed to parents by the charter school.~~
- ~~D. The charter school shall not employ any individual who has not been fingerprinted and screened as provided in Florida Statutes, and who does not meet all requirements of Florida Statutes.~~
- ~~E. Employees of the Citrus County School Board may take leave of absence for up to three (3) years to accept employment in a charter school upon the approval of the District School Board. While on leave, the employee may retain seniority accrued in that School District and may continue to be covered by the benefit programs of that School District if the charter school~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

~~and the District School Board mutually agree to this arrangement and its financing.~~

~~F. Charter school employees shall have the option to bargain collectively.~~

~~XVIII. Contract with Charter School~~

~~A. Within sixty (60) days of approving a charter school application, the District shall provide an initial proposed charter contract to the charter school.~~

~~B. The applicant and the District shall have seventy-five (75) days to negotiate the charter and provide notice for final approval of the charter contract.~~

~~C. The charter shall be signed by the governing body of the charter school and Citrus County School Board following a public hearing to ensure community input.~~

~~D. The charter will contain those elements required by statute, as well as such other elements as the School Board determines to be reasonable and appropriate.~~

~~XIX. Nonrenewal or Termination~~

~~A. A charter may be renewed as provided in Florida Statutes.~~

~~B. A charter may be modified during its initial term or any renewal term upon the recommendation of the School Board and the approval of the governing body of the entity.~~

~~C. The School Board may terminate or choose not to renew the charter for any of the following grounds:~~

~~1. Failure to participate in the state's education accountability system or failure to meet the requirement for student performance stated in the charter;~~

~~2. Failure to meet generally accepted standards of fiscal management;~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

3. ~~Violation of law;~~
 4. ~~Other good cause shown as determined by the School Board after review of reports provided by the charter school and observations of the operation of the charter school.~~
- D. ~~The charter school may not terminate the charter, unless a state of emergency exists, without written notice to the School Board on or before April 1st with the termination to be effective June 30th or at the end of the school year for the charter school. Notwithstanding the foregoing, the termination must occur prior to the commencement of the next school year as adopted by the School Board.~~
- E. ~~At least ninety (90) days prior to renewing or terminating a charter, unless a state of emergency exists, the sponsor shall provide written notice to the governing body of the school of the proposed action. The notice shall state in reasonable detail the grounds for the proposed action and stipulate that the school's governing body may, within fourteen (14) days of receiving the notice, request an informal hearing before the School Board. The School Board shall conduct the informal hearing within thirty (30) days of receiving the written request. The charter school's governing body may, within thirty (30) days after receiving the School Board's decision to terminate or refusal to renew the charter, appeal the decision pursuant to the procedure established in this policy.~~
- F. ~~A charter may be terminated immediately by the School Board if it determines that good cause has been shown or if the health, safety or welfare of the student is threatened. Under these circumstances, the School Board shall assume the operation of the school for the duration of that school year or until alternate arrangements can be made for the continued education of the students.~~
- G. ~~When a charter is not renewed or is terminated, the charter school shall be dissolved under the provisions of law under which the school was organized.~~

CHAPTER 3.00 - SCHOOL ADMINISTRATION

H. ~~If a charter is not renewed or terminated, a student who attended the school may apply to and shall be enrolled in another public school according to attendance area guidelines in effect in the District at the time. Normal applications deadlines shall be disregarded under such circumstances.~~

XX. ~~Statute Authorities~~

~~The Charter School Laws as enacted by the Florida Legislature 1996 and any amendments enacted thereafter are incorporated herein by reference and made a part of this policy.~~

~~STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.~~

~~LAW(S) IMPLEMENTED: 768.28, 1000.21, 1001.02,
1001.43, 1002.33, 1013.62, F.S.~~

~~STATE BOARD OF EDUCATION RULE(S): 6A-6.0781, 6A-6.0785, 6A-6.0787~~

~~HISTORY: ADOPTED: 03/09/2004~~

~~REVISION DATE(S): 10/09/2007, 5/14/2013~~

~~FORMERLY: 6.90(1)~~

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 Workshop School Board Meeting.

Requested by Chuck Dixon Department of Management

Additional contact(s)/originator

Document Title Policy 4.21 Selection and Management of Instructional Materials

Board Action Required:

Presentation/Recognition Present Information

Consideration/Approval

Request to review the revision to Policy 4.21 Selection and Management of Instructional Materials

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached available in district office other

Request to review the revision to Policy 4.21 Selection and Management of Instructional Materials.

This matter was discussed by the Policy and Forms Committee on February 15, 2018.

This revision is a complete re-write of the current policy based on changes in the statutes. The revision is necessary.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted Additional Amount Requested

Funding Source:

Personnel:

Estimated Salary hour day annual

Pay Grade/Level

Benefits Terms of Position

Financial Impact reviewed by: Jammy White

(Form Board Approved 7/10/07)

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

SELECTION AND MANAGEMENT OF INSTRUCTIONAL

MATERIALS

4.21+

It is the constitutional duty and responsibility of the Citrus County School Board to adopt and provide adequate instructional materials to all students of the District, whether the materials are selected from Florida Department of Education (FDOE) approved materials list or through a local selection program.

- I. Adoption of Instructional Materials. The following procedures for the adoption of instructional materials apply only to those instructional materials that serve as the major content tool and basis for instruction for each student in the core subject areas of mathematics, language arts, social studies, science, reading, and literature:
 - A. Public access to recommended materials will be provided twenty (20) days before consideration by the School Board.
 - B. Public notice of the materials being considered for adoption shall specifically list the materials and how they can be accessed.
 - C. The School Board shall conduct an open noticed public hearing to receive comment on recommended materials prior to adoption.
 - D. The School Board shall conduct an open noticed public meeting, on a date other than the date of the public hearing required by C. (immediately above), to approve an annual instructional materials plan identifying instructional materials that will be purchased.
 - E. The School Board shall receive comment at the public hearing and meeting as prescribed by policy.
- II. Process for parents or Citrus County residents to contest adoption of specific instructional material. Parents of students attending a public school in the District or Citrus County residents may contest the Board's adoption of specific

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

instructional materials as described in the Adoption of Instructional Materials section above. The parent or Citrus County resident must follow the procedure below to contest the board's adoption of specific instructional material.

- A. The parent or Citrus County resident must file with the Board within thirty (30) calendar days after the Board's adoption of specific instructional material a petition on a form (Objection to Instructional and/or Media Material). The petition form is publicly available in each school office, the Superintendent's office, or on the District's website.
- B. All concerns shall be presented in writing on the printed form. A complainant who does not complete and return the form within the required time shall receive no consideration. The statement shall include the following information:
1. Author, compiler, or editor;
 2. Publisher;
 3. Title;
 4. Reason for objection;
 5. Page number of each item challenged; and,
 6. Signature, address and telephone number of person making the complaint.
- C. Within thirty (30) days after the initial thirty-day period has expired, the School Board shall conduct at least one public hearing before an unbiased and qualified hearing officer on all petitions received during the thirty-day time period. The petitioner(s) shall be notified in writing of the date and time of the hearing at least seven (7) days prior to the hearing.
- D. The contested material shall be made available to the public online at least seven (7) days before the hearing.
- E. The decision of the School Board, after convening a hearing, shall be final and not subject to further review or petition.

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

- III. The following procedures shall be followed for other objections to instructional materials:
- A. A parent or Citrus County resident may object to a child's use of a specific instructional material or an adult student may object to the use of a specific material in his/her instructional program. The parent, Citrus County resident, or adult student may request a conference with the principal or principal's designee to discuss the use of the material.
 - B. The complainant will be provided with the District's policies and procedures for the selection of instructional materials. The principal or designee will explain the use of the material in the instructional program and answer questions from the individual.
 - C. If the issue is not resolved at the conference, the complainant will be provided with the form to file a written objection and an explanation of the process that will be followed.
 - D. School-level Appeals
 - 1. A committee of teachers, educational media specialists, and other qualified personnel shall be appointed by the principal to evaluate the challenged materials and to make recommendations of any changes. The principal shall notify the Superintendent and the instructional materials coordinator when a committee is convened.
 - 2. Challenged materials shall not be removed immediately; however, such materials shall not be available for student use pending a final decision.
 - 3. Challenged materials shall be read and re-evaluated by the committee, considering the specific objections raised. The committee shall report its decision within fifteen (15) working days.

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

4. The complainant shall be informed in writing concerning the committee's recommendations.

E. District-level Appeals

These procedures shall be appropriate for district-level appeals and shall be followed when the complainant disagrees with the decision rendered from the school-level appeal.

1. A committee shall be appointed by the Superintendent to review the appeal. The Superintendent shall designate the instructional materials coordinator as being responsible for the organization of this review committee according to School Board policies. The committee's recommendations shall be submitted to the Superintendent within fifteen (15) working days. A committee member shall not be selected from the school where the challenged materials originated.
 - a. The following shall serve as a review committee for elementary schools
 - 1) The chairman of the advisory council or designee;
 - 2) Elementary media specialist;
 - 3) Elementary principal;
 - 4) A curriculum supervisor;
 - 5) Three (3) instructional staff members at the elementary level; and,
 - 6) Two (2) parents; as defined by Florida Statutes, of elementary age students.
 - b. The following shall serve as a review committee for secondary schools
 - 1) The chairperson of the County-wide Advisory Council or designee;

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

- 2) Secondary media specialist;
 - 3) Secondary principal;
 - 4) A curriculum supervisor;
 - 5) Three (3) instructional staff members at the secondary level; and,
 - 6) Two (2) parents of secondary age students.
2. The committee's review shall be treated objectively, unemotionally, and in business-like manner and shall be conducted in the best interests of the student, the school, and the community. Efforts shall be made to meet with citizens who register concerns to consider their objections.

The complainant shall be informed, in writing, in fifteen (15) working days after the committee's recommendation is received by the Superintendent.

3. A School Board appeal may be requested by the complainant when the school and district-level appeals do not satisfactorily resolve the concerns. The School Board shall review recommendations from the school and district-level committees and shall render the final decision on the complainant's concern.

~~The School Board shall be legally responsible for the instructional materials used in the operation of District schools. Responsibility for the selection and management of the materials is that of the principal of the school. The principal is also responsible for assuring that instructional materials are used to provide instruction to students enrolled at the grade level or levels for which the materials are designed and for effectively communicating to parents the manner in which instructional materials are used to implement the curricular objectives of the school.~~

~~I. The following standards will be used to determine the propriety of instructional materials for selection:~~

- A. ~~The age of the children who normally could be expected to have access to the material;~~

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

- B. ~~The educational purpose to be served by the material, with priority being given to the selection of materials that encompass state and District performance standards,~~
- C. ~~The consideration of the racial, ethnic, socioeconomic, and cultural diversity of the District,~~
- D. ~~The degree to which the material would be supplemented and explained as part of normal classroom instruction.~~

~~Consideration should be given to recommendations made by District committees who have reviewed the available materials in a subject area. No books or other material containing hardcore pornography or other prohibited material by Florida Statute shall be used.~~

- II. ~~No school may participate in a pilot program of materials being considered for adoption by the state during the 18 months prior to the official adoption of the materials by the Commissioner of Education. However, publishers, manufacturers, and/or agents are not prohibited from supplying sample copies of materials necessary for examination and review as part of the selection process.~~
- III. ~~The principal of the school will provide to the superintendent's designee prior to April 1 a list of selected materials planned for purchase for a subject during the first two years of the state adoption cycle. If non-adopted materials are selected, a list of the titles and publishers will be provided with documentation that the selections and reasons for the selections have been reviewed and approved by the School Advisory Council.~~
- IV. ~~The Superintendent or designee shall notify the Department of Education by April 1 of each year the state-adopted instructional materials that will be requisitioned for use in the District.~~
- V. ~~The School Board will have an open, noticed Public Hearing to receive public comment on the recommended instructional materials for a given adoption. Student editions of the instructional materials being recommended will be available for review online by the public at least 20 calendar days before the School Board hearing on instructional materials.~~

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

- ~~VI. The School Board will have an open, noticed Public Hearing to approve the adoption of recommended materials on a different date than the School Board hearing referenced in V. above.~~
- ~~VII. A citizen may challenge the instructional materials approved by the School Board within 30 days of the date of the approval, per District Policy 4.30 Challenged Materials.~~
- ~~VIII. The principal is to collect from each pupil or the pupil's parent the purchase price of any instructional material the pupil has lost, destroyed, or unnecessarily damaged and to report and transmit such amounts collected to the Finance Department. If the material is lost or destroyed during the first year of use, the purchase price of the material shall be collected. If the material has been in use for more than one year and is in the current adoption period, a sum ranging between 50 and 75 percent of the purchase price shall be collected. If the material is damaged, the sum shall be determined by the physical condition of the book. Upon reasonable effort by the principal to collect the sum, failure to satisfy the debt may result in the suspension of the pupil from participation in extracurricular activities or satisfaction of the debt by the pupil through community service activities at the school site as determined by the principal. The principal may not delay the transfer of a pupil's permanent record or delay the awarding of grades due to failure of payment of assessment on lost, destroyed, or damaged materials.~~
- ~~IX. The principal, when requested by the parent of a pupil in the school, may sell to the parent any student textbooks used in the school. The costs of the materials to the parents would be prorated based on the original purchase price, number of years of adoption, and number of years used.~~
- ~~X. All money collected from the sale, loss, or damage of instructional materials shall be transmitted to the Finance Department to be deposited in the District school fund and added to the District appropriation for instructional materials.~~
- ~~XI. Principals shall see that all books are fully and properly accounted for annually.~~
- ~~XII. Instructional materials purchased by District School Board on behalf of dual enrollment students shall be the property of the School Board.~~

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1001.43, 1006.28, 1006.283, 1006.29(5),
1006.31, F.S., 1006.32, 1006.40, 1006.42 F.S.

HISTORY: ADOPTED: 03/09/2004

REVISION DATE(S): 11/30/2006; 10/13/2015, xx/xx/xxxx

FORMERLY: 6.30(1), 6.30(2)g, 7.98(1)

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 Workshop School Board Meeting.

Requested by Chuck Dixon  Department of Planning & Growth

Additional contact(s)/originator _____
Document Title Policy 5.40 Student Attendance

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

X Request to review the revision to Policy 5.40 Student Attendance.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Request to review the revision to Policy 5.40 Student Attendance.
This matter was discussed by the Policy and Forms Committee on February 15, 2018.
Revises the policy based on changes in statute. Deletes citation 39.017(73)(c) and adds citations 1000.21; 6A-1.044. The revision is necessary.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

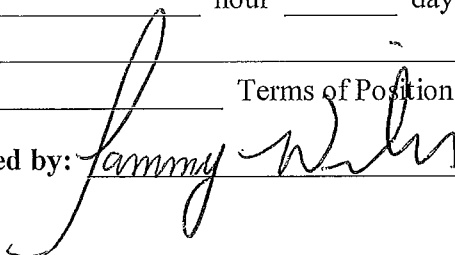
Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: 

(Form Board Approved 7/10/07)

CHAPTER 5.00 – STUDENTS

STUDENT ATTENDANCE

5.40*

- I. Regular attendance is the actual attendance of a pupil during the school day as defined by law and regulations of the State Board of education. A student who is absent or tardy without the principal's approval shall have his/her parent(s) or legal guardian report such absences or tardies to the school center in the manner prescribed by the *Code of Student Conduct*.
 - A. The Code of Student Conduct shall prescribe attendance requirements including, but not limited to, provisions for excused and unexcused absences, opportunities to make up work assignments, and reporting absences and tardies.
 - B. Students shall be excused from any examination, study, or work assignments for observance of a religious holiday or because the tenets of his/her religion forbid secular activity at such time. The school principal shall implement this provision on an individual basis pursuant to Florida Statutes and State Board of Education rules. No adverse or prejudicial effects shall result to any student who avails himself or herself to the provisions of this rule.
 - C. Students diagnosed with autism spectrum disorder may be excused from school to attend medical appointments necessary to receive therapy for autism spectrum disorder, including, but not limited to, applied behavioral analysis, speech therapy and occupational therapy.
- II. Student attendance must be monitored on a daily basis and parents contacted as required by law.
- III. A person designated by the Superintendent or his or her designee shall investigate truancy problems according to the Citrus Attendance/Truancy Plan.
- IV. High School attendance requirements for course credits are contained in the Citrus County School District *Student Progression Plan*.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

39.01(73)(c), 985.03, 1000.21, 1001.43,
1003.21, 1003.23, 1003.24, 1003.26, F.S.

CHAPTER 5.00 – STUDENTS

STATE BOARD OF EDUCATION RULE(S):

6A-1.044, 6A-1.09514

HISTORY:

ADOPTED: 03/09/2004

REVISION DATE(S): 03/09/2010, xx/xx/xxxx

FORMERLY: 7.1(2)

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 Workshop School Board Meeting.

Requested by Chuck Dixon  Department of Planning & Growth Management

Additional contact(s)/originator _____

Document Title Policy 5.57 Student Dietary Needs

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

X Request to review the new Policy 5.57 Student Dietary Needs.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Request to review the new Policy 5.57 Student Dietary Needs.
This matter was discussed by the Policy and Forms Committee on February 15, 2018.
This is a new policy requested by Food Service.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

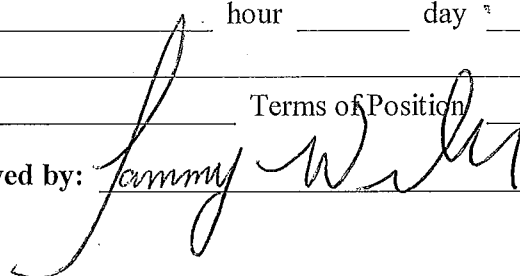
Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: 

(Form Board Approved 7/10/07)

CHAPTER 5.00 – STUDENTS

SPECIAL DIETARY NEEDS

5.57

- I. Federal Regulations require National School Lunch Program (NSLP) schools to make substitutions to the standard meals requirements for students who are considered disabled and whose disability restricts their diet. A Physician, Physician Assistant, or Nurse Practitioner will make the determination of the student's disability which must be based on the regulatory criteria for a "disabled" person (7 CFR 15(b)(3). A signed medical statement is required annually for diet modification.
 - a. A student whose disability restricts their diet shall be provided substitutions in food(s)/beverage(s) only when supported by a medical statement signed by licensed practitioners (Physician, Physician Assistant, Nurse Practitioner). The medical statement should identify:
 - i. The student's disability and the major life activity affected by the disability;
 - ii. An explanation of why the disability restricts the student's diet;
 - iii. The food(s) items to be omitted. Suggestions for food(s) to be substitute;
 - iv. Instructions on texture modifications, as needed.
- II. Students with food allergies that may result in severe, life-threatening reactions shall be provided with food substitutions as prescribed by a licensed Physician, Physician Assistant, Nurse Practitioner, or Registered Dietitian. This medical form will need to be submitted annually.
- III. When provided by the parent/legal guardian, the School Nurse shall provide a copy of the documentation for diet modification to the Food Service Manager at the school and/or the Food Service Nutrition Specialist/Registered Dietitian. The School Nurse will notify the Principal and all appropriate staff of known food allergies or dietary needs. Confidentiality of medical information shall be maintained.
- IV. The School District, at its discretion, may make substitutions for students that are not "disabled persons" but are unable to consume a food item because of medical or other special dietary needs.

- a. These substitutions shall be made on a case-by-case basis when supported by a medical statement signed by a licensed Physician, Physician Assistant, Nurse Practitioner, or Registered Dietitian.
- b. The supporting statement by the medical authority should include:
 - i. Identification of the medical or special dietary need that restricts the students diet.
 - ii. The food(s) to be omitted. Suggestions for the food(s) to be substituted.

STATUTORY AUTHORITY:

1001.41, 1001.42 F.S.

LAW(S) IMPLEMENTED:

570.981, 1001.43, 1002.20,
F.S.

20 USC S1232g(FERPA)
P.L. 108-446(IDEIA)

STATE DEPARTMENT OF AGRICULTURE

AND CONSUMER SERVICES RULE(S):

5P-1.001, 5P-1.002, 5P-1.003

HISTORY:

ADOPTED: XX/XX/XX

REVISION DATE(S):

FORMERLY: NEW

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for April 23, 2018 School Board Meeting.

Requested by Cheri Cernich *OKC* Department of: Risk Management

Additional contact(s)/originator Jonny Bishop

Document Title: Health Insurance Update

Board Action Required:

Presentation/Recognition _____ Information X

Consideration/Approval _____

Approval of:

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached _____ available in district office _____ other to be distributed

Executive Summary / Highlights:

Health Insurance Quarterly Update. Review of first quarter claims, other expenses and revenue. Share information regarding Wellness Center utilization and no show data.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies Include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparation;
- Community Connections

Financial Impact to the District: None

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary None hour _____ day _____ annual _____

Pay grade/level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson