

AUDIT REPORT

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

For the Years Ended June 30, 2021 and 2020

RATH & MEHRER, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

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WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

SCHOOL DISTRICT OFFICIALS

Shae Peplinski, Billings County	Chairman of the Board
Daren Kurle, Belfield	Vice Chairman of the Board
Troy Walters, Twin Buttes	Executive Board Member
Dave Wegner, Beach	Board Member
Wayne Heckaman, Bowman County	Board Member
Tim Tharp, Golva	Board Member
Tony Duletski, Halliday	Board Member
Ryan Moser, Hettinger	Board Member
Jeff Simmons, Killdeer	Board Member
Kelly Koppinger, New England	Board Member
Kelly Peters, Richardton/Taylor	Board Member
John Pretzer, Scranton	Board Member
Jackie Kathrein, Slope County	Board Member
Calvin Dean, South Heart	Board Member
Troy Knudsvig	Director
Heather Meek	Business Manager

Rath & Mehrer, P.C.

Certified Public Accountants

Jayson Rath, CPA
Ken Mehrer, CPA
Bryce Fischer, CPA
Todd Goehring, CPA

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INDEPENDENT AUDITOR'S REPORT

Governing Board
West River Student Services
Dickinson, North Dakota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of West River Student Services, Dickinson, North Dakota, as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the special education unit'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 audits. We conducted our audits 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 audits 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 judgement, 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 special education unit'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 special education unit's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of West River Student Services, Dickinson, North Dakota, as of June 30, 2021 and 2020, and the respective changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgeting comparison information on pages 32 through 34 and the schedules of employer's share of net pension liability on pages 35 through 36 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 audits 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.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

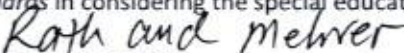
Other Information

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the special education unit's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management 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 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 our report dated January 14, 2022 on our consideration of the special education unit's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the special education unit's internal control over financial reporting and compliance.


Rath and Mehrer, P.C.

Bismarck, North Dakota

January 14, 2022

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Net Position
June 30, 2021

	<u>Governmental Activities</u>
<u>ASSETS:</u>	
Cash	212,254.98
Capital Assets (net of accumulated depreciation):	
Buildings	357,500.00
Vehicles	<u>36,065.00</u>
Total Capital Assets	<u>393,565.00</u>
Total Assets	<u>605,819.98</u>
<u>DEFERRED OUTFLOWS OF RESOURCES:</u>	
Changes in Resources Related to Pensions	<u>584,656.00</u>
<u>LIABILITIES:</u>	
Payroll Benefits Payable	2,299.13
Long-Term Liabilities:	
Due Within One Year:	
Loans Payable	183,048.75
Due After One Year:	
Loans Payable	8,706.30
Net Pension Liability	<u>1,564,442.00</u>
Total Liabilities	<u>1,758,496.18</u>
<u>DEFERRED INFLOWS OF RESOURCES:</u>	
Changes in Resources Related to Pensions	<u>536,076.00</u>
<u>NET POSITION:</u>	
Net Investment in Capital Assets	201,809.95
Unrestricted	<u>(1,305,906.15)</u>
Total Net Position	<u><u>(1,104,096.20)</u></u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Net Position
June 30, 2020

	<u>Governmental Activities</u>
<u>ASSETS:</u>	
Cash	185,993.97
Intergovernmental Receivables	5,969.61
Capital Assets (net of accumulated depreciation):	
Buildings	364,000.00
Vehicles	<u>49,243.00</u>
 Total Capital Assets	 <u>413,243.00</u>
 Total Assets	 <u>605,206.58</u>
<u>DEFERRED OUTFLOWS OF RESOURCES:</u>	
Changes in Resources Related to Pensions	<u>405,702.00</u>
<u>LIABILITIES:</u>	
Payroll Benefits Payable	2,086.09
Long-Term Liabilities:	
Due Within One Year:	
Loans Payable	37,672.93
Due After One Year:	
Loans Payable	191,755.05
Net Pension Liability	<u>1,529,841.00</u>
 Total Liabilities	 <u>1,761,355.07</u>
<u>DEFERRED INFLOWS OF RESOURCES:</u>	
Changes in Resources Related to Pensions	<u>322,033.00</u>
<u>NET POSITION:</u>	
Net Investment in Capital Assets	183,815.02
Unrestricted	<u>(1,256,294.51)</u>
 Total Net Position	 <u><u>(1,072,479.49)</u></u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Activities
For the Year Ended June 30, 2021

	Program Revenues		Net (Expense)
	Expenses	Charges for Services	Revenue and Changes in Net Position
		Operating Grants and Contributions	Governmental Activities
Governmental Activities:			
Special Education Instruction	1,631,667.78	664,794.04	935,395.61
Interest on Long-Term Debt	8,809.77		
Total Governmental Activities	<u>1,640,477.55</u>	<u>664,794.04</u>	<u>935,395.61</u>
			<u>(31,478.13)</u>
			<u>(8,809.77)</u>
			<u>(40,287.90)</u>
General Revenues:			
Earnings on investments and other revenue			<u>8,671.19</u>
Change in Net Position			<u>(31,616.71)</u>
Net Position - July 1			<u>(1,072,479.49)</u>
Net Position - June 30			<u>(1,104,096.20)</u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Activities
For the Year Ended June 30, 2020

	Program Revenues		Net (Expense)	
	Expenses	Charges for Services	Operating Grants and Contributions	
			Revenue and Changes in Net Position	
			Governmental Activities	
Governmental Activities:				
Special Education Instruction	1,561,576.66	614,999.73	878,317.81	(68,259.12)
Interest on Long-Term Debt	11,445.74			(11,445.74)
Total Governmental Activities	1,573,022.40	614,999.73	878,317.81	(79,704.86)
General Revenues:				
Earnings on investments and other revenue				2,062.86
Change in Net Position				(77,642.00)
Net Position - July 1				(994,837.49)
Net Position - June 30				(1,072,479.49)

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Balance Sheet
Governmental Fund
June 30, 2021

	<u>Major Fund</u>
	<u>General</u>
<u>ASSETS:</u>	
Cash	<u>212,254.98</u>
 <u>LIABILITIES AND FUND BALANCE</u>	
<u>Liabilities:</u>	
Payroll Benefits Payable	<u>2,299.13</u>
 <u>Fund Balance:</u>	
Unassigned	<u>209,955.85</u>
Total Liabilities and Fund Balance	<u>212,254.98</u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Balance Sheet
Governmental Fund
June 30, 2020

	<u>Major Fund</u>
	<u>General</u>
<u>ASSETS:</u>	
Cash	185,993.97
Intergovernmental Receivables	<u>5,969.61</u>
Total Assets	<u><u>191,963.58</u></u>
 <u>LIABILITIES AND FUND BALANCE</u>	
<u>Liabilities:</u>	
Payroll Benefits Payable	<u>2,086.09</u>
 <u>Fund Balance:</u>	
Unassigned	<u>189,877.49</u>
Total Liabilities and Fund Balance	<u><u>191,963.58</u></u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Reconciliation of Governmental Fund Balance Sheet
to the Statement of Net Position
For the Year Ended June 30, 2021

Total Fund Balance for Governmental Fund		209,955.85
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and are not reported in the governmental fund.		
Cost of Capital Assets	489,759.00	
Less Accumulated Depreciation	<u>(96,194.00)</u>	
Net Capital Assets		393,565.00
The deferred outflows and inflows of resources reported on the statement of net position are the result of changes in resources related to pensions and do not affect current financial resources.		
Total Deferred Outflows of Resources	584,656.00	
Total Deferred Inflows of Resources	<u>(536,076.00)</u>	
Net Deferred Outflows/Inflows of Resources		48,580.00
Long-term liabilities applicable to the special education unit's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities -both current and long-term- are reported in the statement of net position. Balances at June 30, 2021 are:		
Loans Payable	(191,755.05)	
Net Pension Liability	<u>(1,564,442.00)</u>	
Total Long-Term Liabilities		<u>(1,756,197.05)</u>
Total Net Position of Governmental Activities		<u><u>(1,104,096.20)</u></u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Reconciliation of Governmental Fund Balance Sheet
to the Statement of Net Position
For the Year Ended June 30, 2020

Total Fund Balance for Governmental Fund		189,877.49
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and are not reported in the governmental fund.		
Cost of Capital Assets	554,400.00	
Less Accumulated Depreciation	<u>(141,157.00)</u>	
Net Capital Assets		413,243.00
The deferred outflows and inflows of resources reported on the statement of net position are the result of changes in resources related to pensions and do not affect current financial resources.		
Total Deferred Outflows of Resources	405,702.00	
Total Deferred Inflows of Resources	<u>(322,033.00)</u>	
Net Deferred Outflows/Inflows of Resources		83,669.00
Long-term liabilities applicable to the special education unit's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities -both current and long-term- are reported in the statement of net position. Balances at June 30, 2020 are:		
Loans Payable	(229,427.98)	
Net Pension Liability	<u>(1,529,841.00)</u>	
Total Long-Term Liabilities		<u>(1,759,268.98)</u>
Total Net Position of Governmental Activities		<u>(1,072,479.49)</u>

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Revenues, Expenditures and Changes
in Fund Balance - Governmental Fund
For the Year Ended June 30, 2021

	Major Fund
	General
<u>Revenues:</u>	
Local Sources	719,592.46
State Sources	68,299.19
Federal Sources	820,969.19
Total Revenues	1,608,860.84
<u>Expenditures:</u>	
Current:	
Governing Board	5,828.61
Special Area Administrative Services	203,934.45
Support Service Business	154,567.91
Preschool Instruction	104,624.31
Hard of Hearing Instruction	46,922.18
Speech Impaired Instruction	497,715.90
Psychological Services/Testing	135,153.25
Audiology Services	989.70
Occupational Therapy	125,712.43
Physical Therapy	20,044.57
Tuition and Assessments	57,072.77
Other Student Support Services	63,317.50
Support Service Instructional Staff	41,964.19
Other Support Service	37,580.88
Operation & Maintenance of Plant	46,871.13
Debt Service:	
Principal	37,672.93
Interest	8,809.77
Total Expenditures	1,588,782.48
Net Change in Fund Balance	20,078.36
Fund Balance - July 1	189,877.49
Fund Balance - June 30	209,955.85

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Statement of Revenues, Expenditures and Changes
in Fund Balance - Governmental Fund
For the Year Ended June 30, 2020

	Major Fund
	General
<u>Revenues:</u>	
Local Sources	593,351.04
State Sources	126,911.55
Federal Sources	775,117.81
Total Revenues	1,495,380.40
<u>Expenditures:</u>	
Current:	
Governing Board	12,772.55
Special Area Administrative Services	148,270.48
Support Service Business	160,806.35
Preschool Instruction	98,951.88
Hard of Hearing Instruction	45,128.42
Speech Impaired Instruction	403,974.51
Psychological Services/Testing	132,393.08
Audiology Services	12,201.35
Medical Services/Diagnosis	1,441.02
Occupational Therapy	73,690.42
Physical Therapy	22,958.97
Tuition and Assessments	126,911.55
Other Student Support Services	73,072.15
Support Service Instructional Staff	40,622.22
Other Support Service	48,216.80
Operation & Maintenance of Plant	26,066.91
Debt Service:	
Principal	59,045.46
Interest	11,445.74
Total Expenditures	1,497,969.86
Net Change in Fund Balance	(2,589.46)
Fund Balance - July 1	192,466.95
Fund Balance - June 30	189,877.49

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

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Reconciliation of Governmental Fund Statement of Revenues, Expenditures
and Changes in Fund Balance to the Statement of Activities
For the Year Ended June 30, 2021

Net Change in Fund Balance - Governmental Fund 20,078.36

The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current year.

Current Year Capital Outlay	-	
Current Year Depreciation Expense	<u>(19,678.00)</u>	(19,678.00)

The proceeds of debt issuances are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, issuing debt increases long-term liabilities and does not affect the statement of activities. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which repayment of debt exceeded debt proceeds.

Debt Proceeds	-	
Repayment of Debt	<u>37,672.93</u>	37,672.93

Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds.

Net Increase to Pension Expense		<u>(69,690.00)</u>
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Change in Net Position of Governmental Activities		<u><u>(31,616.71)</u></u>
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The accompanying notes are an integral part of these financial statements.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Reconciliation of Governmental Fund Statement of Revenues, Expenditures
and Changes in Fund Balance to the Statement of Activities
For the Year Ended June 30, 2020

Net Change in Fund Balance - Governmental Fund (2,589.46)

The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current year.

Current Year Capital Outlay	-	
Current Year Depreciation Expense	<u>(23,794.00)</u>	(23,794.00)

The proceeds of debt issuances are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, issuing debt increases long-term liabilities and does not affect the statement of activities. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which repayment of debt exceeded debt proceeds.

Debt Proceeds	-	
Repayment of Debt	<u>59,045.46</u>	59,045.46

Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds.

Net Increase to Pension Expense		<u>(110,304.00)</u>
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Change in Net Position of Governmental Activities		<u><u>(77,642.00)</u></u>
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The accompanying notes are an integral part of these financial statements.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Notes to the Financial Statements
June 30, 2021 and 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of West River Student Services have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Financial Reporting Entity

The accompanying financial statements present the activities of the special education unit. The special education unit has considered all potential component units for which the special education unit is financially accountable and other organizations for which the nature and significance of their relationships with special education unit are such that exclusion would cause the special education unit's financial statements to be misleading or incomplete. The Government Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the special education unit to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the special education unit.

Based on these criteria, there are no component units to be included within West River Student Services as a reporting entity.

B. Basis of Presentation

Government-wide Financial Statements: The statement of net position and the statement of activities display information about the primary government, West River Student Services. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the special education unit's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the special education unit's fund. The emphasis of fund financial statements is on the major governmental fund.

The special education unit reports the following major governmental fund:

General Fund. This is the special education unit's primary operating fund. It accounts for all financial resources of the general government.

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

Government-wide Financial Statements: The government-wide financial statements are reported using the economic resources measurement focus. These financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the special education unit gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Fund Financial Statements: Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The special education unit considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. All revenues are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the special education unit funds certain programs by a combination of specific cost-reimbursements grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted components of net position available to finance the program. It is the special education unit's policy to first apply cost-reimbursement grant resources to such programs, and then by general revenues.

D. Cash

Cash includes amounts in demand deposits and money market accounts.

E. Capital Assets

Capital assets include plant and equipment. Assets are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the special education unit as assets with an initial individual cost of \$5,000 or more. Such assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets is not capitalized.

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

Buildings	60 years
Vehicles	7 years

F. Compensated Absences

No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

Vested or accumulated vacation leave is not reported in the government-wide statement of net position as it is considered immaterial.

G. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums, discounts and issuance costs are recognized in the current period since the amounts are not material.

In the fund financial statements, governmental fund types recognize bond premiums, discounts and issuance costs in the current period. The face amount of the debt is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs are reported as debt service expenditures.

H. Pension

For purposes of measuring 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 North Dakota Teacher's Fund for Retirement (TFFR) and the North Dakota Public Employees Retirement System (NDPERS); additions to/deductions from TFFR's and NDPERS' fiduciary net position have been determined on the same basis as they are reported by TFFR and NDPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

I. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance – Generally, fund balance represents the difference between the current assets and current liabilities. In the fund financial statements, governmental funds report fund classifications that comprise a hierarchy based primarily on the extent to which the special education unit is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are classified as follows:

Nonspendable – Fund balances are reported as nonspendable when amounts cannot be spent because they are either (a) not in spendable form (i.e., items that are not expected to be converted to cash such as inventories or prepaid expenses) or (b) legally or contractually required to be maintained intact (i.e., endowment funds).

Restricted – Fund balances are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the special education unit or through external restrictions imposed by creditors, grantors, contributors, or laws or regulations of other governments (i.e., funds restricted by state statute, unspent bond proceeds, grants earned but not spent, debt covenants or taxes raised for a specific purpose).

Committed – Fund balances are reported as committed when they can be used only for specific purposes pursuant to constraints imposed by formal action of the special education unit board through the adoption of a resolution. The special education unit board also may modify or rescind the commitment.

Assigned – Fund balances are reported as assigned when amounts are constrained by the special education unit’s intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned – Fund balances are reported as unassigned as the residual amount when the balances do not meet any of the above criterion. The special education unit reports positive unassigned fund balance only in the general fund. Negative fund balances may be reported in all funds.

Flow Assumptions – When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the special education unit’s policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the special education unit’s policy to use fund balance in the following order:

- Committed
- Assigned
- Unassigned

Net Position – Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used (i.e., the amount that the special education unit has not spent) for the acquisition, construction or improvement of those assets. Net position is reported as restricted as described in the fund balance section above. All other net position is reported as unrestricted.

J. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

Note 2 DEPOSITS AND INVESTMENTS

In accordance with North Dakota Statutes, the special education unit maintains deposits at the depository banks designated by the governing board. All depositories are members of the Federal Reserve System.

Deposits must either be deposited with the Bank of North Dakota or in other financial institutions situated and doing business within the state. Deposits, other than with the Bank of North Dakota, must be fully insured or bonded. In lieu of a bond, a financial institution may provide a pledge of securities equal to 110% of the deposits not covered by insurance or bonds.

Authorized collateral includes bills, notes or bonds issued by the United States government, its agencies or instrumentalities, all bonds and notes guaranteed by the United States government, Federal Land Bank bonds, bonds, notes, warrants, certificates of indebtedness, insured certificates of deposit, shares of investment companies registered under the Investment Companies Act of 1940, and all other forms of securities issued by the State of North Dakota, its boards, agencies or instrumentalities or by any county, city, township, school district, park district or any other political subdivision of the State of North Dakota, whether payable from special revenues or supported by the full faith and credit of the issuing body and bonds issued by another state of the United States or other securities approved by the banking board.

At June 30, 2021 the special education unit’s carrying amount of deposits was \$212,255 and the bank balance was \$223,086 which was covered by Federal Depository Insurance.

At June 30, 2020 the special education unit's carrying amount of deposits was \$185,994 and the bank balance was \$217,430 which was covered by Federal Depository Insurance.

Credit Risk

The special education unit may invest idle funds as authorized in North Dakota Statutes, as follows:

- (1) Bonds, treasury bills and notes, or other securities that are a direct obligation insured or guaranteed by, the treasury of the United States, or its agencies, instrumentalities or organizations created by an act of Congress.
- (2) Securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are of the type listed above.
- (3) Certificates of deposit fully insured by the federal deposit insurance corporation.
- (4) Obligations of the State.

Concentration of Credit Risk

The special education unit does not have a limit on the amount the special education unit may invest in any one issuer.

Note 3 INTERGOVERNMENTAL RECEIVABLES

Intergovernmental receivables consist of amounts owed for speech services due at June 30, 2020 but received subsequent to that date..

Note 4 CAPITAL ASSETS

The following is a summary of changes in capital assets for the years ended:

	Balance July 1	June 30, 2021		Balance June 30
		Increases	Decreases	
Governmental Activities:				
<i>Capital assets being depreciated:</i>				
Buildings	390,000			390,000
Vehicles	164,400		64,641	99,759
Total	554,400	-	64,641	489,759
<i>Less accumulated depreciation for:</i>				
Buildings	26,000	6,500		32,500
Vehicles	115,157	13,178	64,641	63,694
Total	141,157	19,678	64,641	96,194
Governmental Activities Capital Assets, Net	413,243	(19,678)	-	393,565

	<u>June 30, 2020</u>			Balance June 30
	Balance July 1	Increases	Decreases	
Governmental Activities:				
<i>Capital assets being depreciated:</i>				
Buildings	390,000			390,000
Vehicles	164,400			164,400
Total	554,400	-	-	554,400
<i>Less accumulated depreciation for:</i>				
Buildings	19,500	6,500		26,000
Vehicles	97,863	17,294		115,157
Total	117,363	23,794	-	141,157
Governmental Activities Capital Assets, Net	437,037	(23,794)	-	413,243

Depreciation expense was charged to functions/programs of the special education unit as follows:

	<u>2021</u>	<u>2020</u>
Operation of Plant	19,678	23,794

Note 5 PAYROLL BENEFITS PAYABLE

Payroll benefits payable consist of benefits owed to federal, state and private agencies for amounts withheld from salaries as of June 30 but not yet remitted.

Note 6 LONG-TERM DEBT

Changes in Long-Term Liabilities. During the years ended June 30, 2021 and 2020 the following changes occurred in liabilities reported in the long-term liabilities – Governmental Activities:

	<u>June 30, 2021</u>			Balance June 30	Due Within One Year
	Balance July 1	Increases	Decreases		
Loans Payable	229,428	-	37,673	191,755	183,049
	<u>June 30, 2020</u>			Balance June 30	Due Within One Year
	Balance July 1	Increases	Decreases		
Loans Payable	288,473	-	59,045	229,428	27,383

Outstanding debt at June 30, 2021 consists of the following:

General Obligation Debt. General obligation debt is a direct obligation and pledges the full faith and credit of the government. General obligation debt outstanding at June 30, 2021 is as follows:

Loans Payable. West River Student Services has obtained financing for the purchase of two cars and an office building.

\$22,360.00 loan payable with Ford Credit, due in annual installments of \$372.67 through June 20, 2022. Interest is at 0%.	4,099.17
\$25,129.00 loan payable with Ford Credit, due in annual installments of \$418.83 through November 15, 2023; interest is at 0%.	11,726.44
\$295,000.00 loan payable with American Bank Center due in annual installments of \$1,566.10 through May 15 2022 including interest at 4.75%. West River Student Services plans to make advance payments as funds become available and any remaining principal will be refinanced June 15, 2022.	<u>175,929.44</u>
Total Loans Payable	<u>191,755.05</u>

The annual requirements to amortize the outstanding general obligation loan debt are as follows:

Year Ending <u>June 30</u>	<u>Principal</u>	<u>Interest</u>
2022	184,635.74	11,143.30
2023	5,025.96	-
2024	2,093.35	-
Total	<u>191,755.05</u>	<u>11,143.30</u>

Note 7 RISK MANAGEMENT

West River Student Services is exposed to various risks of loss relating to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

In 1986, state agencies and political subdivisions of the State of North Dakota joined together to form the North Dakota Insurance Reserve Fund (NDRIF), a public entity risk pool currently operating as a common risk management and insurance program for the state and over 2,000 political subdivisions. The special education unit pays an annual premium to NDRIF for its general liability and automobile insurance coverage. The coverage by NDRIF is limited to losses of \$2,000,000 per occurrence for general liability and automobile.

The special education unit also participates in the North Dakota Fire and Tornado Fund and the State Bonding Fund. The special education unit pays an annual premium to the Fire and Tornado Fund to cover property damage to buildings and personal property. Replacement cost coverage is provided by estimating replacement cost in consultation with the Fire and Tornado Fund. The Fire and Tornado Fund is reinsured by a third-party insurance carrier for losses in excess of \$1,000,000 per occurrence during a 12 month period. The State Bonding Fund currently provides the special education unit with a blanket fidelity bond coverage in the amount of \$368,228 for its employees. The State Bonding Fund does not currently charge any premium for this coverage.

The special education unit has worker's compensation with the Department of Workforce Safety and Insurance; and purchases commercial insurance for employee health and accident insurance.

Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

Note 8 PENSION PLANS

1. North Dakota Teachers' Fund for Retirement

The following brief description of TFFR is provided for general information purposes only. Participants should refer to NDCC 15-39.1 for more complete information.

TFFR is a cost-sharing multiple-employer defined benefit pension plan covering all North Dakota public teachers and certain other teachers who meet various membership requirements. TFFR provides for pension, death and disability benefits. The cost to administer the TFFR plan is financed by investment income and contributions.

Responsibility for administration of the TFFR benefits program is assigned to a seven-member Board of Trustees (Board). The Board consists of the State Treasurer, the Superintendent of Public Instruction, and five members appointed by the Governor.

Pension Benefits

For purposes of determining pension benefits, members are classified within one of three categories. *Tier 1 grandfathered* and *Tier 1 non-grandfathered* members are those with service credit on file as of July 1, 2008. *Tier 2* members are those newly employed and returning refunded members on or after July 1, 2008.

A *Tier 1 grandfathered* member is entitled to receive unreduced benefits when three or more years of credited service as a teacher in North Dakota have accumulated, the member is no longer employed as a teacher and the member has reached age 65, or the sum of age and years of service credit equals or exceeds 85. TFFR permits early retirement from ages 55 to 64, with benefits actuarially reduced by 6% per year for every year the member's retirement age is less than 65 years or the date as of which age plus service equals 85. In either case, benefits may not exceed the maximum benefits specified in Section 415 of the Internal Revenue Code.

A *Tier 1 non-grandfathered* member is entitled to receive unreduced benefits when three or more years of credited service as a teacher in North Dakota have accumulated, the member is no longer employed as a teacher and the member has reached age 65, or has reached age 60 and the sum of age and years of service credit equals or exceeds 90. TFFR permits early retirement from ages 55 to 64, with benefits actuarially reduced by 8% per year from the earlier of age 60/Rule of 90 or age 65. In either case, benefits may not exceed the maximum benefits specified in Section 415 of the Internal Revenue Code.

A *Tier 2* member is entitled to receive unreduced benefits when five or more years of credited service as a teacher in North Dakota have accumulated, the member is no longer employed as a teacher and the member has reached age 65, or has reached age 60 and the sum of age and years of service credit equals or exceeds 90. TFFR permits early retirement from ages 55 to 64, with benefits actuarially reduced by 8% per year from the earlier of age 60/Rule of 90 or age 65. In either case, benefits may not exceed the maximum benefits specified in Section 415 of the Internal Revenue Code.

Pension benefits paid by TFFR for all three categories are determined by NDCC Section 15-39.1-10. Tier 1 Monthly benefits under TFFR are equal to the three highest annual salaries earned divided by 36 months and multiplied by 2.00% times the number of service credits earned. Tier 2 Monthly benefits under TFFR are equal to the five highest annual salaries earned divided by 60 months and multiplied by 2.00% times the number of service credits earned. Retirees may elect payment of benefits in the form of a single life annuity, 100% or 50% joint and survivor annuity, ten or twenty-year term certain annuity, partial lump-sum option or level income with Social Security benefits. Members may also qualify for benefits calculated under other formulas.

Death and Disability Benefits

Death benefits may be paid to a member's designated beneficiary. If a member's death occurs before retirement, the benefit options available are determined by the member's vesting status prior to death. If a member's death occurs after retirement, the death benefit received by the beneficiary (if any) is based on the retirement plan the member selected at retirement.

An active member is eligible to receive disability benefits when: (a) a total disability lasting 12 months or more does not allow the continuation of teaching, (b) the member has accumulated five years of credited service in North Dakota, and (c) the Board of Trustees of TFFR has determined eligibility based upon medical evidence. The amount of the disability benefit is computed by the retirement formula in NDCC Section 15-39.1-10 without consideration of age and uses the member's actual years of credited service. There is no actuarial reduction for reason of disability retirement.

Member and Employer Contributions

Member and employer contributions paid to TFFR are set by NDCC Section 15-39.1-09. Every eligible teacher in the State of North Dakota is required to be a member of TFFR and is assessed at a rate of 11.75% of salary as defined by NDCC Section 15-39.1-04. Every governmental body employing a teacher must also pay into TFFR a sum equal to 12.75% of the teacher's salary. Member and employer contributions will be reduced to 7.75% each when the fund reaches 100% funded ratio on an actuarial basis.

A vested member who terminates covered employment may elect a refund of contributions paid plus 6% interest or defer payment until eligible for pension benefits. A non-vested member who terminates covered employment must claim a refund of contributions paid before age 70.5. Refunded members forfeit all service credits under TFFR. These service credits may be repurchased upon return to covered employment under certain circumstances, as defined by the NDCC.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2021, West River Student Services reported a liability of \$1,137,936 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The district's proportion of the net pension liability was based on the district's share of covered payroll in the pension plan relative to the covered payroll of all participating TFFR employers. At June 30, 2020 the special education unit's proportion was .074350 percent, which was a decrease of .023187 from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the special education unit recognized pension expense of \$70,214. At June 30, 2021 the special education unit reported deferred outflows of resources and deferred inflows of resources related to pensions, from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	235	42,704
Changes in assumptions	51,217	-
Net difference between projected and actual earnings on pension plan investments	70,246	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	91,296	401,720
District contributions subsequent to the measurement date (see below)	<u>70,485</u>	<u>-</u>
Total	<u>283,479</u>	<u>444,424</u>

\$70,485 reported as deferred outflows of resources related to pensions resulting from district contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022.

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>Year ended June 30:</u>	
2021	(28,932)
2022	(49,045)
2023	(38,057)
2024	(44,483)
2025	(29,277)
Thereafter	(41,636)

Actuarial assumptions. The total pension liability in the July 1, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases	3.80% to 14.80%, varying by service, including inflation and productivity
Investment rate of return	7.25%, net of investment expenses
Cost-of-living adjustments	None

For active and inactive members, mortality rates were based on the PubT-2010 Employee table, projected with generational improvement using Scale MP-2019. For healthy retirees, mortality rates were based on 104% of the PubT-2010 Retiree table for retirees and to 95% of the PubT-2010 Contingent Survivor table for beneficiaries, both projected with generational improvement using Scale MP-2019. For disability retirees,

mortality rates were based on the PubNS-2010 Non-Safety Disabled Mortality table projected with generational improvement using Scale MP-2019.

The actuarial assumptions used were based on the results of an actuarial experience study dated March 19, 2020. They are the same as the assumptions used in the July 1, 2020 funding actuarial valuation for TFFR.

As a result of the March 19, 2020 actuarial experience study, the TFFR Board adopted several assumption changes, including the following:

- * Investment return assumption lowered from 7.75% to 7.25%.
- * Inflation assumption lowered from 2.75% to 2.30%.
- * Individual salary increases were lowered.
- * Rates of turnover, retirement and disability were changed to better reflect anticipated future experience.
- * The post-retirement healthy mortality table was updated to 104% of the PubT-2010 Retiree table for retirees and to 95% of the PubT-2010 Contingent Survivor table for beneficiaries, both projected with generational improvement using Scale MP-2019.
- * The disabled mortality was updated to the PubNS-2010 Non-Safety Disabled Mortality table projected with generational improvement using Scale MP-2019.
- * The pre-retirement mortality table was updated to PubT-2010 Employee table projected with generation improvement using Scale MP-2019.

The TFFR Board is responsible for establishing investment policy for the fund assets under NDCC 15-39.1-05.2. Benefit payments are projected to occur over a long period of time. This allows TFFR to adopt a long-term investment horizon and asset allocation policy for the management of fund assets. Asset allocation policy is critical because it defines the basic risk and return characteristics of the investment portfolio. Asset allocation targets are established using an asset-liability analysis designed to assist the Board in determining an acceptable volatility target for the fund and an optimal asset allocation policy mix. This asset-liability analysis considers both sides of the plan balance sheet, utilizing both quantitative and qualitative inputs, in order to estimate the potential impact of various asset class mixes on key measures of total plan risk, including the resulting estimated impact of funded status and contribution rates.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of July 1, 2020 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equities	58%	6.90%
Global Fixed Income	23%	1.30%
Global Real Assets	18%	5.00%
Cash Equivalents	1%	0.00%

Discount rate. The discount rate used to measure the total pension liability was 7.25 percent as of June 30, 2020. The projection of cash flows used to determine the discount rate assumes that member and employee contributions will be made at rates equal to those based on the July 1, 2020, Actuarial Valuation Report. For this purpose, only employer contributions that are intended to fund benefits of current plan members and

their beneficiaries are included. Projected employer contributions that are intended to fund the service costs of future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments for current plan members as of July 1, 2020. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability as of June 30, 2020.

Sensitivity of the special education unit'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 7.25%, 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 (6.25 percent) or 1-percentage-point higher (8.25 percent) than the current rate:

	1% Decrease (6.25%)	Current Rate (7.25%)	1% Increase (8.25%)
The district's proportionate share of the net pension liability	1,515,669	1,137,936	824,020

Pension plan fiduciary net position. Detailed information about the pension plan's fiduciary net position is available in the separately issued TFFR financial report.

2. North Dakota Public Employees Retirement System (Main System)

The following brief description of NDPERS is provided for general information purposes only. Participants should refer to NDCC Chapter 54 – 52 for more complete information.

NDPERS is a cost-sharing multiple-employer defined benefit pension plan that covers substantially all employees of the State of North Dakota, its agencies and various participating political subdivisions. NDPERS provides for pension, death and disability benefits. The cost to administer the NDPERS plan is financed through the contributions and investment earnings of the plan.

Responsibility for administration of the NDPERS benefits program is assigned to a Board comprised of nine members. The Board consists of a Chairman, who is appointed by the Governor; one member appointed by the Attorney General; one member appointed by the State Health Officer; three members elected by active membership of the NDPERS system; one member elected by the retired public employees; and two members of the legislative assembly appointed by the chairman of the legislative management.

Pension Benefits

Benefits are set by statute. NDPERS has no provision or policies with respect to automatic and ad hoc post-retirement benefit increases. Members of the Main System are entitled to unreduced monthly pension benefits beginning when the sum of age and years of credited service equal or exceed 85 (Rule of 85), or at normal retirement age (65). For members hired on or after January 1, 2016 the Rule of 85 will be replaced with the Rule of 90 with a minimum age of 60. The monthly pension benefit is equal to 2.00% of their average monthly salary, using the highest 36 months out of the last 180 months of service, for each year of service. For members hired on or after January 1, 2020 the 2.00% multiplier was replaced with a 1.75% multiplier. The plan permits early retirement at ages 55 – 64 with three or more years of service.

Members may elect to receive the pension benefits in the form of a single life, joint and survivor, term-certain annuity, or partial lump sum with ongoing annuity. Members may elect to receive the value of their

accumulated contributions, plus interest, as a lump sum distribution upon retirement or termination, or they may elect to receive their benefits in the form of an annuity. For each member electing an annuity, total payment will not be less than the members' accumulated contributions plus interest.

Death and Disability Benefits

Death and disability benefits are set by statute. If an active member dies with less than three years of service for the Main System, a death benefit equal to the value of the member's accumulated contributions, plus interest, is paid to the member's beneficiary. If the member has earned more than three years of credited service for the Main System, the surviving spouse will be entitled to a single payment refund, life-time monthly payments in an amount equal to 50% of the member's accrued normal retirement benefit, or monthly payments in an amount equal to the member's accrued 100% Joint and Survivor retirement benefit if the member had reached normal retirement age prior to date of death. If the surviving spouse dies before the member's accumulated pension benefits are paid, the balance will be payable to the surviving spouse's designated beneficiary.

Eligible members who become totally disabled after a minimum of 180 days of service, receive monthly disability benefits equal to 25% of their final average salary with a minimum benefit of \$100. To qualify under this section, the member has to become disabled during the period of eligible employment and apply for benefits within one year of termination. The definition of disabled is set by the NDPERS in the North Dakota Administrative Code.

Refunds of Member Account Balance

Upon termination, if a member of the Main System is not vested (is not 65 or does not have three years of service), they will receive the accumulated member contributions and vested employer contributions, plus interest, or may elect to receive this amount at a later date. If the member has vested, they have the option of applying for a refund or can remain as a terminated vested participant. If a member terminated and withdrew their accumulated member contribution and is subsequently reemployed, they have the option of repurchasing their previous service.

Member and Employer Contributions

Member and employer contributions paid to NDPERS are set by statute and are established as a percent of covered compensation. Member contribution rates are 7% and employer contribution rates are 7.12% of covered compensation. For members hired on or after January 1, 2020 member contribution rates are 7% and employer contribution rates are 8.26% of covered compensation.

The member's account balance includes the vested employer contributions equal to the member's contributions to an eligible deferred compensation plan. The minimum member contribution is \$25 and the maximum may not exceed the following:

- 1 to 12 months of service -
Greater of one percent of monthly salary or \$25
- 13 to 24 months of service -
Greater of two percent of monthly salary or \$25
- 25 to 36 months of service -
Greater of three percent of monthly salary or \$25
- Longer than 36 months of service -
Greater of four percent of monthly salary or \$25

Pension Liabilities, Pension Expense; and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2021, West River Student Services reported a liability of \$426,506 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The district's proportion of the net pension liability was based on the district's share of covered payroll in the Main System pension plan relative to the covered payroll of all participating Main System employers. At June 30, 2020 the district's proportion was .013557 percent, which was a decrease of .002356 from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the district recognized pension expense of \$84,739. At June 30, 2021 the district reported deferred outflows of resources and deferred inflows of resources related to pensions, from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	1,661	21,611
Changes in assumptions	228,634	37,799
Net difference between projected and actual earnings on pension plan investments	13,765	
Changes in proportion and differences between employer contributions and proportionate share of contributions	42,341	32,242
District contributions subsequent to the measurement date (see below)	<u>14,776</u>	<u>-</u>
Total	<u><u>301,177</u></u>	<u><u>91,652</u></u>

\$14,776 reported as deferred outflows of resources related to pensions resulting from district contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022.

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>Year ended June 30:</u>	
2021	62,613
2022	49,034
2023	42,174
2024	40,928
2025	0
Thereafter	0

Actuarial assumptions. The total pension liability in the July 1, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.25%
Salary increases	3.50% to 17.75% including inflation
Investment rate of return	7.00%, net of investment expenses
Cost-of-living adjustments	None

For active members, inactive members and healthy retirees, mortality rates were based on the Sex-distinct Pub-2010 table for General Employees, with scaling based on actual experience. Respective corresponding tables were used for healthy retirees, disabled retirees, and active members. Mortality rates are projected from 2010 using the MP-2019 scale.

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	30%	6.30%
International Equity	21%	6.85%
Private Equity	7%	9.75%
Domestic Fixed Income	23%	1.25%
International Equity Income	0%	0.00%
Global Real Assets	19%	5.01%
Cash Equivalents	0%	0.00%

Discount rate. For PERS, GASB No. 67 includes a specific requirement for the discount rate that is used for the purpose of the measurement of the Total Pension Liability. This rate considers the ability of the System to meet benefit obligations in the future. To make this determination, employer contributions, employee contributions, benefit payments, expenses and investment returns are projected into the future. The current employer and employee fixed rate contributions are assumed to be made in each future year. The Plan Net Position (assets) in future years can then be determined and compared to its obligation to make benefit payments in those years. In years where assets are not projected to be sufficient to meet benefit payments, which is the case for the PERS plan, the use of a municipal bond rate is required.

The Single Discount Rate (SDR) is equivalent to applying these two rates to the benefits that are projected to be paid during the different time periods. The SDR reflects (1) the long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits) and (2) a tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of this valuation, the expected rate of return on pension plan investments is 7.00%; the municipal bond rate is 2.45%; and the resulting Single Discount Rate is 4.64%.

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 4.64%, 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 (3.64 percent) or 1-percentage-point higher (5.64 percent) than the current rate:

	1% Decrease <u>(3.64%)</u>	Current Rate <u>(4.64%)</u>	1% Increase <u>(5.64%)</u>
The district's proportionate share of the net pension liability	553,360	426,506	322,709

Pension plan fiduciary net position. Detailed information about the pension plan's fiduciary net position is available in the separately issued NDPERS financial report.

Note 9 OTHER POSTEMPLOYMENT BENEFITS

The special education unit is required to implement GASB Statement No. 75, Accounting and Financial Reporting of Postemployment Benefits Other Than Pensions. The effect of this statement is not material to the special education unit's financial statements.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Budgetary Comparison Schedule
General Fund
For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues:				
Local Sources	465,088.00	465,088.00	719,592.46	254,504.46
State Sources	10,000.00	10,000.00	68,299.19	58,299.19
Federal Sources	817,968.00	817,968.00	820,969.19	3,001.19
Total Revenues	1,293,056.00	1,293,056.00	1,608,860.84	315,804.84
Expenditures:				
Current:				
Governing Board	7,700.00	7,700.00	5,828.61	1,871.39
Special Area Administration Services	199,214.00	199,214.00	203,934.45	(4,720.45)
Support Service Business	160,089.00	160,089.00	154,567.91	5,521.09
Preschool Instruction	99,061.00	99,061.00	104,624.31	(5,563.31)
Hard of Hearing Instruction	45,406.00	45,406.00	46,922.18	(1,516.18)
Speech Impaired Instruction	270,499.00	270,499.00	497,715.90	(227,216.90)
Psychological Services/Testing	132,510.00	132,510.00	135,153.25	(2,643.25)
Audiology Services	1,000.00	1,000.00	989.7	10.30
Occupational Therapy	126,924.00	126,924.00	125,712.43	1,211.57
Physical Therapy	20,000.00	20,000.00	20,044.57	(44.57)
Tuition and Assessments	10,000.00	10,000.00	57,072.77	(47,072.77)
Other Student Support Services	36,894.00	36,894.00	63,317.50	(26,423.50)
Support Service Instructional Staff	43,000.00	43,000.00	41,964.19	1,035.81
Other Support Service	37,300.00	37,300.00	37,580.88	(280.88)
Operation and Maintenance of Plant	56,976.30	56,976.30	46,871.13	10,105.17
Debt Service:				
Principal	37,672.93	37,672.93	37,672.93	-
Interest	8,809.77	8,809.77	8,809.77	-
Total Expenditures	1,293,056.00	1,293,056.00	1,588,782.48	(295,726.48)
Net Change in Fund Balances	-	-	20,078.36	20,078.36
Fund Balance - July 1	189,877.49	189,877.49	189,877.49	
Fund Balance - June 30	189,877.49	189,877.49	209,955.85	20,078.36

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Budgetary Comparison Schedule
General Fund
For the Year Ended June 30, 2020

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Local Sources	473,339.00	473,339.00	593,351.04	120,012.04
State Sources	10,000.00	10,000.00	126,911.55	116,911.55
Federal Sources	775,116.00	775,116.00	775,117.81	1.81
Total Revenues	1,258,455.00	1,258,455.00	1,495,380.40	236,925.40
<u>Expenditures:</u>				
Current:				
Governing Board	12,700.00	12,700.00	12,772.55	(72.55)
Special Area Administration Services	134,303.00	134,303.00	148,270.48	(13,967.48)
Support Service Business	154,332.00	154,332.00	160,806.35	(6,474.35)
Preschool Instruction	98,367.00	98,367.00	98,951.88	(584.88)
Hard of Hearing Instruction	44,705.00	44,705.00	45,128.42	(423.42)
Speech Impaired Instruction	298,274.00	298,274.00	403,974.51	(105,700.51)
Psychological Services/Testing	129,449.00	129,449.00	132,393.08	(2,944.08)
Audiology Services	12,000.00	12,000.00	12,201.35	(201.35)
Medical Services/Diagnosis	7,369.00	7,369.00	1,441.02	5,927.98
Occupational Therapy	76,391.00	76,391.00	73,690.42	2,700.58
Physical Therapy	15,000.00	15,000.00	22,958.97	(7,958.97)
Tuition and Assessments	10,000.00	10,000.00	126,911.55	(116,911.55)
Other Student Support Services	102,454.00	102,454.00	73,072.15	29,381.85
Support Service Instructional Staff	38,500.00	38,500.00	40,622.22	(2,122.22)
Other Support Service	43,746.00	43,746.00	48,216.80	(4,470.80)
Operation and Maintenance of Plant	10,373.80	10,373.80	26,066.91	(15,693.11)
Debt Service:				
Principal	59,045.46	59,045.46	59,045.46	-
Interest	11,445.74	11,445.74	11,445.74	-
Total Expenditures	1,258,455.00	1,258,455.00	1,497,969.86	(239,514.86)
Net Change in Fund Balances	-	-	(2,589.46)	(2,589.46)
Fund Balance - July 1	192,466.95	192,466.95	192,466.95	
Fund Balance - June 30	192,466.95	192,466.95	189,877.49	(2,589.46)

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Notes to the Budgetary Comparison Schedule
June 30, 2021 and 2020

Note 1 SUMMARY OF SIGNIFICANT BUDGET POLICIES

Based upon available financial information and requests by the governing board, the director prepares the special education unit budget. The special education unit's budget is prepared for the general fund by function and activity on the modified accrual basis of accounting. The budget includes proposed expenditures and the means of financing them. The board reviews the budget, may make revisions and approves it. The budget may be amended during the year for any revenues and appropriations not anticipated at the time the budget was prepared. The budget amendments must be approved by the board and the approval must be noted in the official proceedings of the board. All annual appropriations lapse at year end.

Note 2 LEGAL COMPLIANCE

The governing board did not amend the school district budgets during the years ended June 30, 2021 and 2020.

Excess of Actual Expenditures Over Budget

Expenditures exceeded budget in the general fund by \$295,726.48 and \$239,514.86 for the years ending June 30, 2021 and 2020, respectively. No remedial action is anticipated or required by the special education unit regarding these excess expenditures.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Schedule of Employer's Share of Net Pension Liability
ND Teacher's Fund for Retirement
Last 10 Fiscal Years *

	2021	2020	2019	2018	2017	2016	2015
District's proportion of the net pension liability	0.074350%	0.097537%	0.089519%	0.105698%	0.106401%	0.109802%	0.099513%
District's proportionate share of the net pension liability	1,137,936	1,343,329	1,193,160	1,451,782	1,558,838	1,436,051	1,042,720
District's covered employee payroll	542,506	684,249	608,558	713,428	691,314	675,396	577,229
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	209.76%	196.32%	196.06%	203.49%	225.49%	212.62%	180.64%
Plan fiduciary net position as a percentage of the total pension liability	63.40%	65.50%	65.50%	63.20%	59.20%	62.10%	66.60%

Schedule of Employer Contributions
ND Teacher's Fund for Retirement
Last 10 Fiscal Years *

	2021	2020	2019	2018	2017	2016	2015
Statutorily required contribution	69,170	142,415	77,591	90,962	88,143	86,113	62,052
Contributions in relation to the statutorily required contributions	(69,170)	(142,415)	(77,591)	(90,962)	(88,143)	(86,113)	(62,052)
Contribution deficiency (excess)	0	0	0	0	0	0	0
District's covered-employee payroll	542,506	684,249	608,558	713,428	691,314	675,396	577,229
Contributions as a percentage of covered-employee payroll	12.75%	20.81%	12.75%	12.75%	12.75%	12.75%	10.75%

* Complete data for this schedule is not available prior to 2015.

- For changes of benefit terms and assumptions, see Note 8 to the financial statements.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Schedule of Employer's Share of Net Pension Liability
ND Public Employees Retirement System
Last 10 Fiscal Years *

	2021	2020	2019	2018	2017	2016	2015
District's proportion of the net pension liability	0.013557%	0.015913%	0.010744%	0.012538%	0.01288%	0.006990%	0.006988%
District's proportionate share of the net pension liability	426,506	186,512	181,317	201,527	125,567	47,531	44,354
District's covered employee payroll	154,093	142,415	110,366	151,559	119,624	75,940	116,762
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	276.78%	130.96%	164.29%	132.97%	104.97%	62.59%	37.99%
Plan fiduciary net position as a percentage of the total pension liability	48.91%	71.66%	62.80%	61.98%	70.46%	77.15%	77.70%

Schedule of Employer Contributions
ND Public Employees Retirement System
Last 10 Fiscal Years *

	2021	2020	2019	2018	2017	2016	2015
Statutorily required contribution	10,971	10,140	7,858	10,791	8,517	5,407	7,730
Contributions in relation to the statutorily required contributions	(10,971)	(10,140)	(7,858)	(10,791)	(8,517)	(5,407)	(7,730)
Contribution deficiency (excess)	0	0	0	0	0	0	0
District's covered-employee payroll	154,093	142,415	110,366	151,559	119,624	75,940	116,762
Contributions as a percentage of covered-employee payroll	7.12%	7.12%	7.12%	7.12%	7.12%	7.12%	6.62%

* Complete data for this schedule is not available prior to 2015.

- For changes of benefit terms and assumptions, see Note 8 to the financial statements.

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Schedule of Expenditures of Federal Awards
For the Years Ended June 30, 2021 and 2020

Federal Grantor Pass-Through Grantor Program Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Expenditures	
			2021	2020
<u>U.S. Department of Education</u>				
Passed Through State Department of Public Instruction:				
Special Education Cluster (IDEA):				
Special Education - Grants to States (IDEA Part B)	84.027	F84027A	797,011.07	754,694.92
Special Education - Preschool Grants (IDEA Preschool)	84.173	F84173A	20,958.12	20,422.89
Total Special Education Cluster			817,969.19	775,117.81
Covid 19 - Education Stabilization Fund (ESF)	84.425	F84425D	3,000.00	-
Total Expenditures of Federal Awards			820,969.19	775,117.81

Notes to Schedule of Expenditures of Federal Awards

Note 1 - Significant Accounting Policies

The accompanying schedule of expenditures of federal awards is prepared on the modified accrual basis of accounting.

The de minimis indirect cost rate was not used.

Rath & Mehrer, P.C.

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

INDEPENDENT AUDITOR'S REPORT

Governing Board
West River Student Services
Dickinson, North Dakota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of West River Student Services, Dickinson, North Dakota, as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the special education unit's basic financial statements, and have issued our report thereon dated January 14, 2022.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the special education unit'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 special education unit's internal control. Accordingly, we do not express an opinion on the effectiveness of the special education unit's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audits 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. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2021-001 and 2021-002, that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the special education unit's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits, 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*.

Special Education Unit's Response to Findings

The special education's unit response to the findings identified in our audits are described in the accompanying *Schedule of Findings and Responses*. The special education unit's response was not subjected to the auditing procedures applied in the audits of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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



Rath and Mehrer, P.C.

Bismarck, North Dakota

January 14, 2022

Rath & Mehrer, P.C.

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REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

INDEPENDENT AUDITOR'S REPORT

Governing Board
West River Student Services
Dickinson, North Dakota

Report on Compliance for Each Major Federal Program

We have audited West River Student Service's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the special education unit's major federal programs for the years ended June 30, 2021 and 2020. The special education unit's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and responses.

Management's Responsibility

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

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the district's major federal programs based on our audits of the types of compliance requirements referred to above. We conducted our audits 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 audits 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 special education unit's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audits provide a reasonable basis for our opinion on compliance for the major federal program. However, our audits do not provide a legal determination of the special education unit's compliance.

Opinion on Each Major Federal Program

In our opinion, the special education unit complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the years ended June 30, 2021 and 2020.


Report on Internal Control Over Compliance

Management of West River Student Services 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 audits of compliance, we considered the special education unit's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for 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 special education unit's internal control over compliance.

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

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

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



Rath and Mehrer, P.C.

Bismarck, North Dakota

January 14, 2022

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Schedule of Findings and Responses
For the Years Ended June 30, 2021 and 2020

SECTION I – SUMMARY OF AUDIT RESULTS:

Financial Statements

Type of Auditor's Report Issued:	
Governmental Activities	Unmodified
Major Governmental Fund	Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified? _____ X Yes _____ None Reported
- Noncompliance material to financial statements noted? _____ Yes X No

Federal Awards

Internal control over major program(s):

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified? _____ Yes X None Reported

Type of auditor's report issued on compliance for major program(s):	Unmodified
---	------------

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	_____ Yes <u> X </u> No
--	---------------------------

Identification of major program(s):

<u>Federal Assistance Listing Number</u>	<u>Name of Federal Program</u>
84.027	Special Education – Grants to States (IDEA, Part B)
84.173	Special Education – Preschool Grants (IDEA Preschool)

Dollar threshold used to distinguish between type A and type B Programs:	\$750,000
--	-----------

Auditee qualified as a low-risk auditee?	_____ Yes <u> X </u> No
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SECTION II – FINANCIAL STATEMENT FINDINGS:

Significant Deficiencies

1. 2021-001 – Segregation of Duties

Criteria: To ensure adequate internal control over financial reporting and prevent material misstatements due to errors or fraud, there should be a segregation of the functions of approval, custody of assets, posting and reconciliation.

Condition: The special education unit has one person responsible for most accounting functions. The employee is responsible to collect monies, deposit monies, issue checks, send checks to vendors, record receipts and disbursements in journals, maintain the general ledger and prepare bank reconciliations.

Cause: The school district does not have a large enough staff to properly segregate all duties.

Effect: A lack of segregation of duties leads to a limited degree of internal control.

Recommendation: We recommend that management and the governing board be aware of the lack of segregation of duties and implement controls whenever possible to mitigate this risk.

Views of Responsible Officials: The school district is aware of the condition and segregates duties whenever possible.

Repeat Finding from Prior Year: Yes, prior year finding No. 2019-001.

2. 2021-002- Financial Statement Preparation

Criteria: A good system of internal controls requires the school district to determine that the financial statements are prepared based on accounting principles generally accepted in the United States of America. This means that the school district must maintain knowledge of current accounting principles and required financial statement disclosures.

Condition: The school district's financial statements, including the accompanying note disclosures, are prepared by the school district's external auditors.

Cause: The school district feels that it is more cost effective to have their external auditors prepare the complete financial statements and disclosures, rather than invest in ongoing specialized training that would be necessary.

Effect: Without the assistance of the auditors, the financial statements could be misstated or omit material financial statement disclosures.

Recommendation: We recommend that management be aware of this condition and be prepared and able to provide all necessary information and schedules to complete the financial statements and disclosures; and review and approve them prior to external distribution.

Views of Responsible officials: The school district will continue to have the external auditors prepare the financial statements, including note disclosures, but will review and approve them prior to external distribution.

Repeat Finding from Prior Year: Yes, prior year finding No. 2019-002.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS:

No matters were reported

WEST RIVER STUDENT SERVICES
Dickinson, North Dakota

Summary Schedule of Prior Audit Findings
For the Years Ended June 30, 2021 and 2020

1. Finding No. 2019-001: Segregation of Duties

Status: This finding is repeated and updated in the Schedule of Findings and Responses as No. 2021-001.

Reasons for Recurrence and Corrective Action Plan: The special education unit has determined that it is not cost effective to employ additional personnel just to adequately segregate duties. See Corrective Action Plan.

2. Finding No. 2019-002: Financial Statement Preparation

Status: This finding is repeated and updated in the Schedule of Findings and Responses as No. 2021-002.

Reasons for Recurrence and Corrective Action Plan: The special education unit feels it is more cost effective to have their external auditors prepare the financial statements and note disclosures. See Corrective Action Plan.

Rath & Mehrer, P.C.

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Governing Board
West River Student Services
Dickinson, North Dakota

Our audits of the financial records of West River Student Services, Dickinson, North Dakota, for the years ended June 30, 2021 and 2020 has disclosed opportunities for improvements in the operations of the special education unit. Items which we believe should be brought to your attention are set forth below:

INTERNAL CONTROL OVER CHECK PROCESSING

During the course of our audits, it came to our attention that the business manager has access to checks pre-signed by the board chairman. Dual signatures on checks are an internal control strength as a second individual is required to review and/or approve all expenditures prior to payment. Since the business manager is authorized to sign checks and has access to checks that are already signed in advance of check preparation, this internal control is eliminated. It is our opinion that the business manager should never have access to checks that have been signed in advance.

The Executive Board should implement procedures that the special education unit's bills be approved prior to payment. As part of this approval process, a list of bills to be paid, including check numbers should be presented to each board member prior to the monthly meeting. The business manager should bring the invoices for bills to be paid to the meeting so that any board member may review along with the prepared checks. Once approved, the board chairman should add the second signature.

We would recommend that the special education unit review its procedures over check processing and approval of bills and implement the procedures as noted.

EMPLOYEE REIMBURSEMENT OF TRAVEL EXPENSES

During the course of our audits, it came to our attention that the director was submitting requests for the reimbursement of costs related to his use of his personal vehicle for travel amongst member schools and for his commute from his home. The director is currently not claiming a reimbursement for mileage for his use of his personal vehicle.

West River Student Services has vehicles that are available for staff to use for travel in performance of their duties for the special education unit. The special education unit also has an expense reimbursement policy that authorizes travel in performance of some duty, outside the unit, may be reimbursed at state rates. The current situation of the director using his personnel vehicle and requesting reimbursement for oil changes, tire rotations and other repairs seems to be outside of the

special education unit's normal operating procedures and does not fit under the unit's expense reimbursement policy. We would recommend that the Executive Board look into this current situation to determine if the bills submitted by the Director for reimbursement should be paid with unit funds, if the Director should be reimbursed for miles driven with his personal vehicle or if the Director be required to use one of the unit's available vehicles to travel in performance of his duties for West River Student Services. We would recommend that the Executive Board update its policies on the reimbursement for use of personal vehicles to take into account the current situation, how staff travel should be reimbursed going forward and the requirements of staff to use the special education unit's fleet of vehicles for unit related travel.

This letter is intended solely for the use of management and should not be used for any other purpose. This restriction is not intended to limit the distribution of this letter which, upon acceptance by the school district, is a matter of public record.

We would like to acknowledge all the assistance and many courtesies extended to us by the personnel of the school district during our audit.

Rath and Mehrer
Rath and Mehrer, P.C.

Bismarck, North Dakota

January 14, 2022

WEST RIVER STUDENT SERVICES

"Serving Schools in Southwestern North Dakota"

Troy Knudsvig
Director

Kelly Arntzen
Administrative Assistant

Heather Meek
Business Manager

Shae Peplinski
Chairman of the Board

Daren Kurlle
Vice Chairman of the Board

Troy Walters
Executive Board Member



WEST RIVER STUDENT SERVICES Dickinson, North Dakota

Corrective Action Plan For the Years Ended June 30, 2021 and 2020

1. Finding No. 2021-001: Segregation of Duties

Contact Person: Heather Meek, Business Manager

Corrective Action Plan: The special education unit has determined that it is not cost effective to employ additional personnel just to adequately segregate duties.

Completion Date: West River Student Services will implement when it becomes cost effective.

2. Finding No. 2021-002: Financial Statement Preparation

Contact Person: Heather Meek, Business Manager

Corrective Action Plan: The special education unit feels that it is more cost effective to have their external auditors prepare the financial statements and note disclosures.

Completion Date: West River Student Services will implement when it becomes cost effective.